

Company Number: 01452482
CC Charity Number: 278837
OSCR Charity Number: SC041623



REACH VOLUNTEERING
(Limited by Guarantee)

Report and Financial Statements
31 December 2020

REACH VOLUNTEERING

(Limited by Guarantee)

Financial statements for the year ended 31 December 2020

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Report of the trustees (incorporating the Report of the directors) for the year ended
31 December 2020

LEGAL AND ADMINISTRATIVE INFORMATION

Status	Company limited by guarantee Registered in England and Wales Registered charity
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Company number	01452482
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CC Charity Number	278837
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OSCR Charity Number	SC041623
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Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purposes of charity law.

The following were members of the Council of Management during the year.

Andrew Dent	(Chair)
Jon Edwards	
Rachell Fox	
Alicé Memminger	
Mary Selfe	
Christine Shaw	
Dominic Tinley	
Graham Warner	(Treasurer)

Since the year end the following were appointed to the Council of Management on 6 May 2021:
Gus Alston, Saskia Bewley, Priyanka Bedia and Karwai Ng.

Key management personnel

Janet Thorne	Chief Executive Officer
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Registered Office

17 Oval Way
London
SE11 5RR

Independent Auditors

Crowe U.K. LLP
Aquis House
49-51 Blagrove Street
Reading
Berks
RG1 1PL

Bankers

Lloyds TSB Bank plc
Victoria House
Southampton Row
London
WC1B 5HR

REACH VOLUNTEERING

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Report of the trustees (incorporating the Report of the directors) for the year ended 31 December 2020

The trustees are pleased to present their Annual Report together with the audited financial statements of the charitable company for the year ended 31 December 2020 which are also prepared to meet the requirements for a Directors' Report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and 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).

STRUCTURE, GOVERNANCE & MANAGEMENT

Charity Governance Code

The trustees have adopted the Charity Governance Code and are working towards fulfilling its recommendations. Every year, the trustees review their governance against the Code's recommended practices and use this review to prioritise areas for further development.

Governing Document

Reach (registered as Reach Volunteering) is a charitable company limited by guarantee.

Originally incorporated on 5 October 1979, the name was changed to Reach Volunteering by registration at Companies House on 10 September 2003. The company was registered as a charity on 6 November 1979. It was established under a Memorandum of Association, establishing the objects and powers of the charitable company, and is governed under its Articles of Association which were revised in June 2009.

In 2010 Reach completed its formal registration with the Office of the Scottish Regulator (OSCR) and was registered on 21 June 2010.

Appointment of Council Members (Trustees)

The directors of Reach are also charity trustees for the purposes of charity law and under the company's articles are also known as 'Members of the Council'.

Under the requirements of its Memorandum and its Articles of Association Members of the Council are elected to serve a period of three years, renewable after the first and second period of three years.

Trustees are recruited to ensure that the Council contains the correct mix and balance of skills and experiences. Open recruitment practices are well established within the charity and have extended from use of the Reach register and national advertising to use of online media and other channels depending on the need. Skills and diversity gaps on the board are identified through a regular review. Succession planning for trustees stepping down from office is incorporated into the process. All prospective trustees complete a formal application and the selection process is carried out by a committee comprising at least two trustees, the Chief Executive and, where appropriate, an external reviewer.

All Members of the Council give their time voluntarily and receive no benefits from the charity.

In 2020, the Council met 6 times. Additionally, all trustees were involved in other events or meetings at or on Reach's behalf in the year.

New trustees undergo an induction programme including meeting with key staff and representatives from the volunteer teams. An induction pack including key information relating to trustee duties and responsibilities, charity law, Reach's Memorandum and its Articles of Association and latest financial statements is provided, supplemented with information on the organisation's history, current strategy and annual plans. A regular programme to keep trustees updated with developments in the charity's services and activities has been established.

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Organisational Structure

The Council is responsible for setting and overseeing the strategy for the organisation. Day to day management of the charity and its activities is delegated to the Chief Executive and a small staff and volunteer team based mainly at its London office.

Remuneration of the Chief Executive and other paid staff is reviewed regularly and agreed by the trustees taking into account relevant benchmark information for comparable organisations.

Related Parties

The charity has a wholly owned subsidiary, Reach Consulting Limited, which is presently not trading.

None of the trustees receive remuneration or other benefit from their work with the charity.

Risk Management

The Council has a risk management strategy which comprises:

- an annual review of the principal risks and uncertainties that the charity faces;
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

The Council, working with the Chief Executive and senior management team, manage risks for the charity through a regularly updated Risk Register, which is reviewed during the year and updated at least annually. The process includes an assessment of risks facing the charity and, where required, action to mitigate these risks and a regular review process to ensure that appropriate systems, procedures and controls are in place to manage these risks. The most significant risks are reviewed at each Board meeting.

The outbreak of Covid-19 and consequent slowdown in economic activity adversely impacted Reach's income during the year from providing support and services to charities. The Trustees closely monitored the effect on Reach's operations and cash flow and took mitigating action as required.

The Council members have approved systems of internal controls that are designed to provide reasonable (although not absolute) assurance against material misstatement or loss.

Reserves Policy

A key element in the management of financial risk is the setting of a reserves policy which is reviewed regularly by the Council. In order to maintain Reach's operational capability, the Trustees aim to have at all times sufficient liquidity and unrestricted reserves equivalent to at least three months expected expenditure. In 2020 this target was approximately £110,000 and the unrestricted reserves at the year-end were £243,405.

A designated unrestricted fund of £10,000 held to cover the potential cost of any dilapidations on expiry of Reach's premises lease was substantially utilised during the year, with the residual balance transferred to the General Fund. Restricted funds at the year-end of £19,750 were held to support special projects.

Fund Raising

Reach performs its own fund raising activities, seeking donations predominantly from large companies and charitable trusts. It does not subcontract these activities to other organisations, nor does it seek donations directly from the general public. In carrying out fund raising, Reach takes account of the requirements of the Fundraising Regulator's Code of Fundraising Practice in this regard.

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31 December 2020

OBJECTIVES AND ACTIVITIES

Vision

Reach's vision is of a society where all voluntary organisations can easily access the skills and support they need to succeed.

Mission and Public Benefit

In shaping our objectives and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit and believes its activities qualify in that respect.

Reach helps charities to find people who want to volunteer their professional expertise, and professionals to find volunteering opportunities in the charity sector. We are the UK's leading skills-based volunteering charity. With over 40 years' experience of brokering these skills-based volunteering placements, we have developed a method which works.

Volunteers help charities to do *more* of what they do – increasing capacity – and to do it *better* –by bringing in new skills and experience. Reach believes volunteering is a meaningful, indispensable part of a functioning voluntary sector.

We are unique in that we work with the whole sector – from small community groups to large national charities – with a focus on skills-based volunteering: that means we find people who have the skills and experience that charities need to succeed. Rather than offering more pairs of hands to deliver a service, this sort of volunteering usually relates to strengthening the backbone of an organisation, such as financial stability, marketing and communications or governance (trustees). These are the areas where charities can often have skills gaps and where proficiency is essential if charities are to be sustainable.

Reach is genuinely user-led in the development of our services: we carry out a continual process of service improvement, based on the feedback and input from the people and organisations we are here to help. We are nimble, flexible and responsive to the changing needs of the sector.

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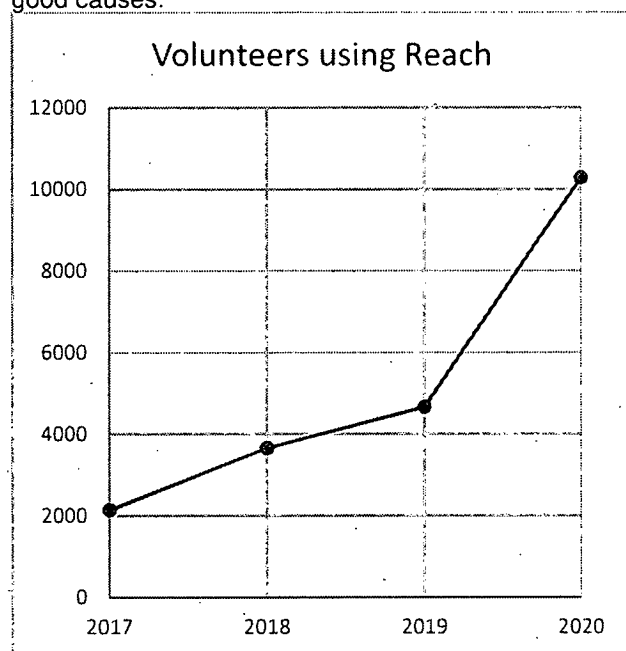
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Report of the trustees (incorporating the Report of the directors) for the year ended 31 December 2020

REVIEW OF ACHIEVEMENTS AND PERFORMANCE

Our year at a glance:

We saw an unprecedented number of people join our platform in 2020, more than double the previous year. More than **10,200** volunteers signed up on our website, wanting to share their skills and help good causes.



Whilst some kinds of volunteering had to slow, or even stop altogether, as people faced the challenge of not meeting in person, online working has surged and many charities and volunteers have seized the opportunity of remote volunteering.

Volunteering opportunities

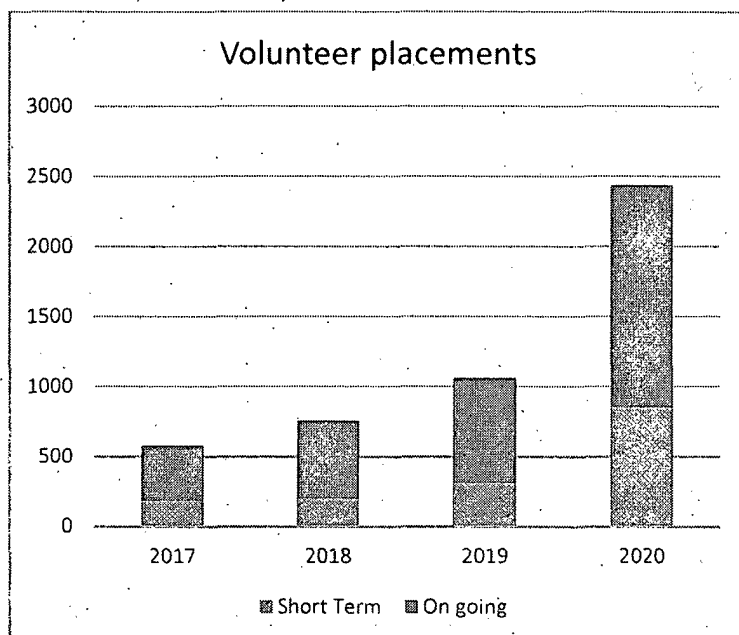
We had 4,214 opportunities registered on the Reach platform this year, including a rise of 15% in short term roles. Of all those opportunities, more than 4,000 could be carried out by volunteers working from home.

Complete remote working was new to many charities, and they reached out to volunteers via our platform for help to take their services and their teams online. This year we saw 1,131 placements for volunteers in 'digital' roles. In total, charities recruited 2,437 through our service, and they made a significant contribution: 97% of our good causes said that their volunteer had a positive impact and made a difference to their organisation.

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Report of the trustees (incorporating the Report of the directors) for the year ended 31 December 2020



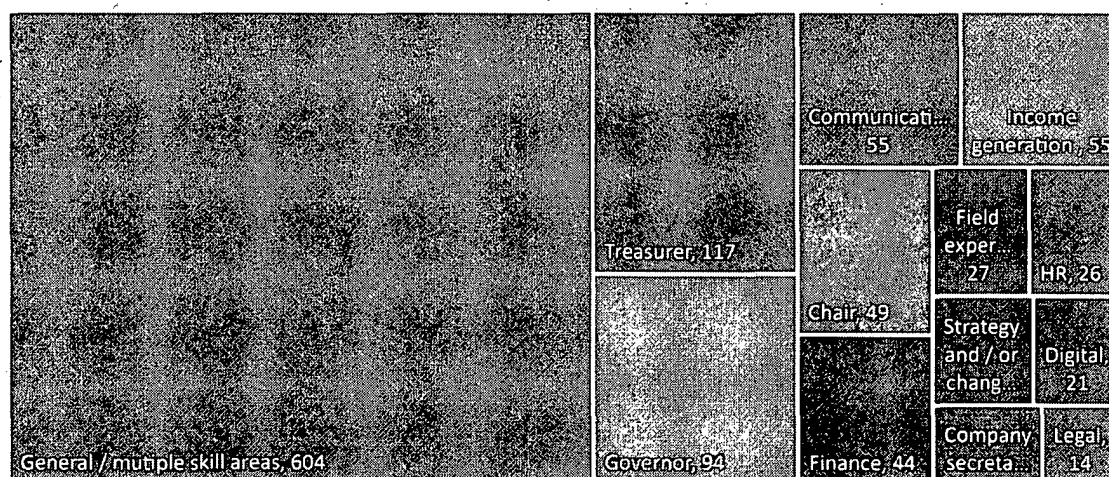
We recognised that many charities needed help and guidance to recruit the right volunteers quickly. We published a new set of templates to help charities, and adapted our content specifically for the Covid-19 pandemic. Our new templates page had over 6,000 visits between May and December 2020.

Board recruitment

As charities adapted to their new reality, trustee recruitment re-started in earnest after a hiatus in March and April.

We supported 556 charities to recruit openly, promoting 1,932 trustee vacancies, generating 4,656 trustee applications, and enabling charities to appoint **1,149** trustees. These trustees strengthened the boards they joined with crucial skills in specialisms as diverse as finance, business development, communications and digital.

Trustee appointed



We also increased the diversity of trustee boards in terms of protected characteristics. The applicants and appointees made through Reach's service are significantly more diverse in terms of age, gender and ethnicity than the average trustee board, and are broadly representative of the UK population as a whole. You can see this data here <https://infoqram.com/diversity-of-trustees-1h9j6qg08vqp4g?live>

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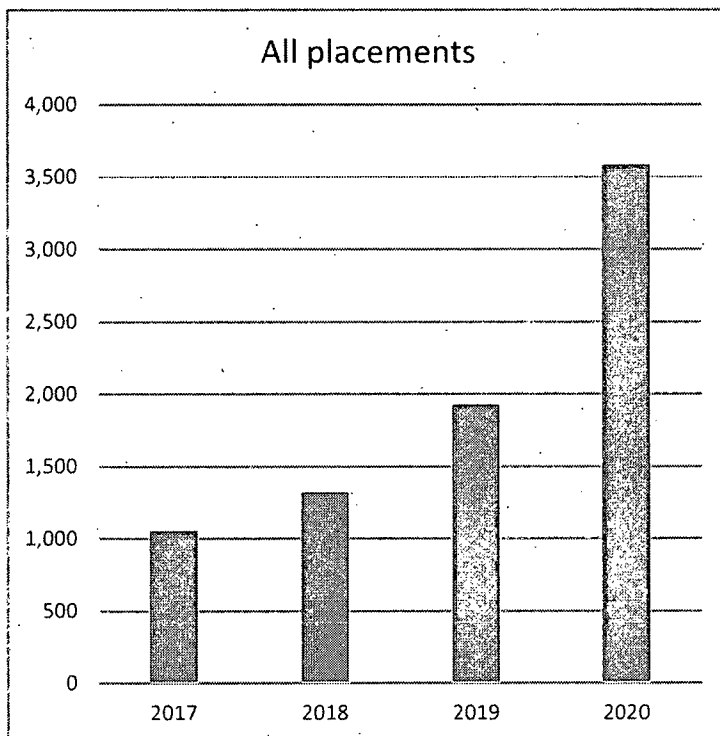
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Report of the trustees (incorporating the Report of the directors) for the year ended
31 December 2020

Overall impact

We've always supported small charities, and in 2020 more than 60% of the opportunities uploaded to the Reach website came from small organisations with an income of £250k or less. This year we supported 895 good causes in their search for a volunteer/trustee.

All our activities have contributed to making 2020 a record year at Reach – we helped good causes with **3,586** volunteer and trustee placements. We estimate that the value to charities of that volunteer time adds up to some £50m.



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Report of the trustees (incorporating the Report of the directors) for the year ended 31 December 2020

We have continued to work in collaboration with some great partners including:

- LinkedIn, who stream all our volunteer and trustee roles to LinkedIn members free of charge, vastly increasing the size of audience who see our opportunities
- Professional associations such as the Royal Statistical Society and lifestyle organisations such as Rest Less
- Community Impact Bucks and Team London
- National infrastructure or special interest organisations such as Getting on Board, Association of Chairs and Small Charities Coalition, Action for Racial Diversity in Trustee Boards
- Companies such as GSK, Legal and General and British Council – whose staff we support to find trustee positions
- Lloyds Bank Foundation – whose grantees we support to recruit trustees through their Enhance programme

We have continued to develop our online service, embarking on a new design cycle including undertaking some extensive user research. We designed and implemented some key improvements during the year, including upgrading the search facility.

We have supported and encouraged charities to recruit trustees and volunteers in a purposeful, inclusive and effective way - for example, by producing a series of videos encouraging boards to use open recruitment for trustees, and to consider diversity. We have promoted trusteeship to new audiences in a range of ways including:

- Workshops run in collaboration with Team London at City Hall
- Webinars run in collaboration with recruitment agencies

Income generating services

Our TrusteeWorks team deliver most of Reach's income generating services. The team work with a range of charities from very small to large and have a depth of expertise in supporting charities to strengthen their boards by recruiting the trustees that they need.

The team offer a suite of services:

- Executive search for charities seeking trustees
- Extended advertising for trustee recruitment
- A 'funder plus' service to funders seeking to support their grantees in recruiting trustees
- Board placement service for employees of companies

The team generated £136,612 during the year (2019: £157,183). This income is crucial for Reach's sustainability as it reduces our reliance on grant income.

Impact

Trustees

We survey charities one year after they have appointed trustees to find out the difference that the trustee has made to the charity.

The responses we received in 2020 were as follows:

- 74% of appointees were still trustees
- 10% had joined the board but subsequently left
- 1% took on a different role within the organization instead
- 15% never actually joined the board.

Trustees who stayed in post made a **significant contribution** to their board:

- 96% of recruiting boards thought that the new trustee had strengthened their governance

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- 98% thought that the new trustee was helping their organization become more effective
- 94% thought that the new trustee increased the diversity of skills and expertise on their board. (68% of charities rated this as "a lot")

We report on the diversity of appointees in terms of ethnicity, age and gender [here](#):

On an individual level, most new trustees make a unique difference. Charities' responses provide rich sights into the impact a new trustee can have on a board. Below is a short sample.

We ask charities: 'In your own words, what difference has the trustee made to your board?'

- *The best chair we've ever had!*
- *New ideas and perspective*
- *Mary has brought HR best practice to our organisation as well as being a considered and very responsive Trustee*
- *She has increased the good dynamics and reduced the average age. She is helping the board to be more focused*
- *Thorough financial scrutiny (often at short notice for specific areas) during pandemic first wave re emergency budgets, rolling cashflow and staffing decisions.*
- *New trustee has reviewed our financial procedures and developed new ways of working, saving money for the charity.*
- *Thanks to Reach, we found someone who brought a professional background and expertise quite different from the rest of the board. And skills we needed. We would not have found him through our own networks.*
- *We were looking for a Treasurer and we were able to recruit a qualified accountant with rock solid financial experience and expertise to add real financial acumen to the Board*
- *She brings a background of project management, driving change, financial skills and a clear understanding of policy and practice for organisations. She has been able to help the organisation with GDPR issues, budgeting, business planning, policy development and much more. We were very lucky to find her.*

Skills-based volunteering

64% of volunteers recruited through our service were still in post (or had completed the project) six months after appointment. The balance had left the role or not completed the project – in some cases because of a change in circumstances such as a new job, in others because the charity had too little capacity to follow through. Happily, over 60% of those who left early were still deemed to have made a useful contribution.

Those who remained in post made a very positive contribution to the charities they joined: 95% were reported as making their charity more effective, and 78% of charities said that this was by 'a lot'. On an individual level, most volunteers make a tangible difference to their charities. This is illustrated by charities' responses to the question: "Please describe in your own words the difference the volunteer has made to your organisation". Below is a sample of these responses:

- *Having professional support in such a key area, has allowed us to concentrate our skills in other areas.*
- *She has enthusiasm and a can-do attitude and has taken over the project she was recruited to help out with.*
- *She supported in writing a grant application that enabled us to secure £30K*
- *Financial insight, preparation for the year ahead, strengthened our resilience as an organisation, increased confidence through increased understanding of our finances through efficient budgeting and projections.*
- *Worked independently, guiding our organisation through the process of ux research which informed our approach to work undertaken during the covid19 pandemic*

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**Report of the trustees (incorporating the Report of the directors) for the year ended
31 December 2020**

- *Caroline accurately assessed the position of the organisation and produced a clear, immediate, short term and long term, time-scaled action plan which formed the basis for funding bids (of which we have now secured enough to ensure viability for the next 12-18 months.*
- *She supported me to review and develop my leadership*
- *We now have a consolidated campaign for website traffic in Google Ads*
- *Thanks to Ciaran, we now have an outstanding logo, a branding we are proud of, and the confidence to market our charity everywhere, knowing that our presence is very professional.*
- *James helped keep us online and sorted out a lot of problems we had, we are a online organisation not for profit that helps over 3000 members. His work made a huge difference to our members and other volunteers morale.*

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Report of the trustees (incorporating the Report of the directors) for the year ended 31 December 2020

Financial Review

Reach recorded a total operating surplus of £82,622 for the year (2019: surplus of £45,834) with net funds, including restricted funds, increasing to £263,155 (2019: £180,533). We were fortunate to benefit from grants from several organisations providing additional support to charities during the Covid pandemic.

Total income in 2020 of £530,998 (2019: £499,004) was boosted by the grants referred to above. Earned income from Trusteesworks and related activities declined slightly to a little over £174,000 for the year, compared to around £194,000 in 2019.

Total expenditure declined by around 5% to £448,375 (2019: £453,170). Costs were reduced by placing some employees on furlough during the year, as well as deferring recruitment activity.

Further details of income and expenditure for the year can be seen in the notes to these financial statements.

Outlook and Future Plans

Reach has relatively little forward visibility on the level of earned income and grant funding it receives. Covid-19 dampened demand for trustee recruitment for a while which adversely affected Reach's earned income from this source, although we are now beginning to see a recovery in activity. We have also been able to secure additional funding from trusts and other organisations to mitigate the effect Covid-19 has had on Reach's income. At this stage the financial outcome for the current year cannot be predicted with any certainty, but it presently seems likely that Reach will break even / register a small deficit.

However, Reach entered 2021 with a healthy reserves position, which gives the Trustees confidence in our continued viability.

Our objectives for 2021 include:

- Consolidating the significant increase in scale, strengthening processes and policies and streamlining workflows
- Launching an online resource for inclusive trustee recruitment, incorporating guidance, templates and case studies
- Sharing insights from our research into the impact of skills-based volunteering
- Further extending our online presence and attracting new audiences
- Continuing to improve our online service using an iterative, user-centred, test and learn approach.

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Report of the trustees (incorporating the Report of the directors) for the year ended
31 December 2020

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

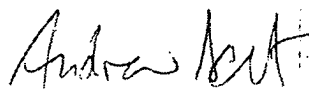
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity 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 Provisions

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

By order of the Council of Management:



Andrew Dent
Chair

5 July 2021

Date

REACH VOLUNTEERING

(Limited by Guarantee)

Independent Auditor's Report to the Members and the Trustees of Reach Volunteering

31 December 2020

Opinion

We have audited the financial statements of Reach Volunteering ('the charitable company') for the year ended 31 December 2020 which comprise Statement of Financial Activities, Balance Sheet, Cash Flow and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 charitable company's affairs as at 31 December 2020 and of its income and expenditure, 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 Companies Act 2006 and the Charities and Trustee Investment (Scotland) Act 2005 and Regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (amended).

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 charitable company 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.

Other matter

We draw attention to the fact that the corresponding figures presented with these financial statements are unaudited. Our opinion is not modified in respect of this matter.

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 charitable company'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 trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 this gives rise to a material misstatement in the financial statements themselves. 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.

Opinions on other matters prescribed by the Companies Act 2006

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Independent Auditor's Report to the Members and the Trustees of Reach Volunteering 31 December 2020

In our opinion based on the work undertaken in the course of our audit

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 12, the trustees (who are also the directors of the charitable company for the purposes of company law) are 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 trustees determine 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 trustees are responsible for assessing the charitable company'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 trustees either intend to liquidate the charitable company or to cease operations, or have 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 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts 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.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

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. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit

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Independent Auditor's Report to the Members and the Trustees of Reach Volunteering 31 December 2020

procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charitable company operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Companies Act 2006, the Charities Act 2011 and The Charities and Trustee Investment (Scotland) Act 2005, together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company for fraud. The laws and regulations we considered in this context for the UK operations were Charity Commission regulations.

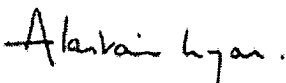
Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, the fund allocation of income and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, sample testing of income to supporting documentation, reviewing accounting estimates for biases, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Alastair Lyon
Senior Statutory Auditor
For and on behalf of
Crowe U.K. LLP
Statutory Auditor

Reading

16 July 2021

REACH VOLUNTEERING

(Limited by Guarantee)

Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 December 2020

	Notes	Unrestricted Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2020 £	Restricted Funds 2019 £	Total Funds 2020 £	Total Funds 2019 £
Income from:							
Donations and legacies	2	59,439	116,276	292,298	188,200	351,737	304,476
Charitable activities	4	174,062	194,528	-	-	174,062	194,528
Other Income	17	5,199	-	-	-	5,199	-
Total		238,700	310,804	292,298	188,200	530,998	499,004
Expenditure on:							
Raising funds	5	19,125	30,816	-	-	19,125	30,816
Charitable activities	6	156,702	234,154	272,548	188,200	429,250	422,354
Total		175,827	264,970	272,548	188,200	448,375	453,170
Net income		62,872	45,834	19,750	-	82,622	45,834
Net movement in funds		62,872	45,834	19,750	-	82,622	45,834
Total funds brought forward		180,533	134,699	-	-	180,533	134,699
Total funds carried forward		243,405	180,533	19,750	-	263,155	180,533

All income and expenditure derives from continuing activities.

The notes on pages 19 to 24 form part of these financial statements.

REACH VOLUNTEERING
(Limited by Guarantee)

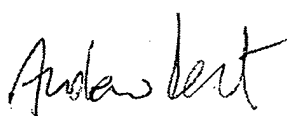
Balance sheet as at 31 December 2020

COMPANY NUMBER: 1452482

	Notes	2020 £	2019 £
Fixed assets			
Tangible Fixed Assets	8	2,193	-
Investments	3	1	1
		<u>2,194</u>	<u>1</u>
Current assets			
Debtors	9	34,878	32,954
Cash at bank and in hand		296,925	221,310
		<u>331,802</u>	<u>254,264</u>
Creditors: amounts falling due within one year	10	(70,841)	(73,732)
Total assets		<u>263,155</u>	<u>180,533</u>
Funds			
Unrestricted:			
Designated	13	-	10,000
General	13	243,405	170,533
Restricted	14	19,750	-
		<u>263,155</u>	<u>180,533</u>

The financial statements have been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

Approved by the Council of Management, and authorised for issue, on 5 July 2021 and signed on its behalf by:



Andrew Dent
Chair



Graham Warner
Treasurer

The notes on pages 19 to 24 form part of these financial statements.

REACH VOLUNTEERING

(Limited by Guarantee)

Statement of cash flow as at 31 December 2020

	2020	2019
	£	£
Cash flows of operating activities:		
Net cash provided by (used in) operating activities	78,772	28,789
Cash flows of investing activities:		
Purchase of tangible assets	(3,159)	-
Net cash provided by (used in) financing activities	75,613	28,789
Change in cash and cash equivalents in the reporting period	75,615	28,789
Change in cash and cash equivalents in the beginning reporting period	221,310	192,521
Cash and cash equivalents in the end reporting period	296,925	221,310
 Reconciliation of net income / (expenditure) to net cash from operating activities		
Net income for the reporting period	82,622	45,835
Adjustments for:		
Depreciation charges	965	682
Increase in debtors	(1,924)	(6,286)
Decrease in creditors	(2,891)	(11,442)
Net cash provided by (used in) operating activities	78,772	28,789
 Analysis of cash and cash equivalents		
Total Cash in hand	296,925	221,310

REACH VOLUNTEERING

(Limited by guarantee)

Notes to the financial statements for the year ended 31 December 2020

1 Accounting policies

Reach Volunteering is a charitable company (01452482), limited by guarantee, domiciled in England and Wales.

The registered office is as detailed on page 1.

Principal activity

Reach's principal activity is to assist voluntary organisations in accessing skilled volunteers to support their maintenance and development.

Basis of accounting

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 Companies Act 2006.

Reach Volunteering meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The presentation currency is GBP and rounded to the nearest pound.

Going Concern

The Trustees have considered the financial resources of the Charity for the foreseeable future and, in particular, the continuing effects of Covid-19 on the Charity's financial position. Whilst Covid-19 has had an adverse effect on Reach's earned income, the Trustees believe that in view of existing reserves, together with funding commitments already in place, fund raising activities and remedial actions taken, the Charity will have sufficient funds to continue to meet its liabilities as they fall due for at least twelve months from the date of approval of the financial statements. Therefore, the Trustees have concluded that the going concern basis of accounting continues to be appropriate.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income received in advance of a specified service is deferred until the criteria for income recognition are met.

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

Government Grants

Grants are accounted for under the performance model as permitted by the charity SORP. CJRS grant income is therefore recognised on a straight-line basis over the furlough period for each relevant employee.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

Cost of raising funds comprise the costs incurred in encouraging people and organisations to contribute financially to the charity's work.

REACH VOLUNTEERING

(Limited by guarantee)

Notes to the financial statements for the year ended 31 December 2020

Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities.

Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Equipment and software - 3 years

Debtors

Debtors are recognised initially at fair value. Trade and other debtors are recognised at the amount due on the day they arise.

Prepayments are amounts paid in advance and are stated at the actual amount that has been prepaid.

Cash and Cash Equivalents

Cash and cash equivalents represents amounts held within current or deposit bank accounts.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

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 their settlement value.

Critical accounting estimates and assumptions

There are no accounting estimates or assumptions which have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

2 Donations and legacies

	Unrestricted £	Restricted £	Total £	Total 2019 £
Donations from charitable trusts	14,350	292,299	306,649	289,402
Corporate donations	32,111	-	32,111	2,305
Other income	12,979	-	12,979	12,769
	<u>59,439</u>	<u>292,298</u>	<u>351,738</u>	<u>304,476</u>

REACH VOLUNTEERING

(Limited by guarantee)

Notes to the financial statements for the year ended 31 December 2020

3 Investments

The charity's investment represents 100% of the issued ordinary share capital of the charity's subsidiary company, Reach Consulting

4 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
TrusteeWorks	136,612	-	136,612	157,183
Core service fees / Employer supported volunteering	37,450	-	37,450	37,345
	<u>174,062</u>	<u>-</u>	<u>174,062</u>	<u>194,528</u>

5 Raising funds

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Direct staff costs	18,155	-	18,155	30,106
Support costs	972	-	972	710
	<u>19,125</u>	<u>-</u>	<u>19,125</u>	<u>30,816</u>

6 Charitable activities

	Unrestricted Funds £	Restricted Fund Big Lottery Fund Grant £	Other Restricted Funds £	Total 2020 £	Total 2019 £
Placement of volunteers					
Direct staff costs	4,494	124,694	125,270	254,458	251,136
Premises expenses	57,875	-	-	57,875	66,525
IT and communications	17,121	-	-	17,121	17,964
Other overhead costs	52,570	5,834	16,750	75,154	80,081
Legal and professional fees	681	-	-	681	1,832
Audit and Independent Examiners fees	15,057	-	-	15,057	4,153
Dilapidations cost on expiry of lease	8,540	-	-	8,540	-
Finance costs	365	-	-	365	663
	<u>156,702</u>	<u>130,528</u>	<u>142,020</u>	<u>429,250</u>	<u>422,354</u>

Other restricted funds consist of grants from City Bridge Trust, Tudor Trust, Hadrian Trust, Schroder Charity Trust, The Harold Hyam Trust, WI Wingate and The Clothworkers Company.

7 Staff costs

	2020 £	2019 £
Wages and salaries	224,257	237,178
Social security costs	16,847	18,885
Pension contributions	9,877	11,104
	<u>250,981</u>	<u>267,167</u>
Other staff costs	164	732
	<u>251,145</u>	<u>267,899</u>

REACH VOLUNTEERING

(Limited by guarantee)

Notes to the financial statements for the year ended 31 December 2020

The average monthly number of employees during the year were:

8 9

One employee had employee benefits in excess of £60,000 (2019: Nil).

The charity trustees were not paid or in receipt of any other benefits from employment with the charity in the year (2019: £Nil) and no trustee (2019: Nil) was reimbursed expenses during the year (2019: £Nil).

No charity trustee received payment for professional or other services supplied to the charity (2019: £Nil).

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £60,515 (2019: £75,813).

8 Fixed Assets

Cost

At 1 January 2020
Disposals/Scrapped
Additions
At 31 December 2020

£ Equipment and software

89,821
(89,821)
3,159
3,159

Depreciation

At 1 January 2020
Disposals/Scrapped
Charge for the year
At 31 December 2020

89,821
(89,821)
965
965

Net Book Value

At 31 December 2020
At 31 December 2019

2,193
-

9 Debtors

Trade debtors
Other debtors and prepayments
Due from subsidiary undertaking

2020	2019
£	£
25,527	13,569
8,492	18,647
858	738
<u>34,878</u>	<u>32,954</u>

10 Creditors - amounts falling due within one year

Trade creditors
Other creditors and accruals
Accruals
Pension Scheme Liability
Taxation and social security costs

2020	2019
£	£
4,558	3,665
2,213	12,838
20,139	7,264
30,043	36,021
13,888	13,944
<u>70,841</u>	<u>73,732</u>

REACH VOLUNTEERING

(Limited by guarantee)

Notes to the financial statements for the year ended 31 December 2020

11 Operating leases

With effect from February 2020 the charity leases office premises on the basis of a rolling four month 'tenant only' notice period. Reach will be leaving the premises on 31st July 2021.

	Land and buildings		Other	
	2020	2019	2020	2019
	£	£	£	£
Within one year	33,118	9,456	-	-
	<u>33,118</u>	<u>9,456</u>	<u>-</u>	<u>-</u>

The amount of non-cancellable operating lease payments recognised as an expense during the year was £44,575 (2019: £37,825).

12 Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Net assets 2020	Net assets 2019
	£	£	£	£
Unrestricted funds:				
Designated	-	-	-	10,000
General	2,193	241,212	243,405	170,533
Restricted funds	-	19,750	19,750	-
	<u>2,193</u>	<u>260,962</u>	<u>263,155</u>	<u>180,533</u>

13 Analysis of movements in unrestricted funds

	General fund	Designated dilapidations fund	Total 2020	Total 2019
	£	£	£	£
At 1 January 2020	170,533	10,000	180,533	134,699
Income	238,700	-	238,700	310,804
Expenditure	(167,287)	(8,540)	(175,827)	(264,970)
Transfer to General fund	1,460	(1,460)	-	-
At 31 December 2020	<u>243,405</u>	<u>-</u>	<u>243,405</u>	<u>180,533</u>

Designated funds:

The purpose of the designated fund was to contribute towards the cost of repairing any dilapidations to the charity's offices at the expiry of the lease in 2020.

14 Analysis of movements in restricted funds

	Trusts	Total 2020	Total 2019
	£	£	£
At 1 January 2019	-	-	-
Income	292,298	292,298	188,200
Expenditure	(272,548)	(272,548)	(188,200)
At 31 December 2019	<u>19,750</u>	<u>19,750</u>	<u>-</u>

Restricted funds:

The purpose of the restricted funds is to support the TrusteeWorks activities and Reach's activities to strengthen charity governance through better trustee recruitment.

15 Related party transactions

There were no related party transactions undertaken during the year other than with Reach's wholly owned subsidiary, Reach Consulting Limited. Reach paid expenses on behalf of the subsidiary amounting to £120 and at the year end the amount due to Reach from Reach Consulting Limited was £858.

REACH VOLUNTEERING

(Limited by guarantee)

Notes to the financial statements for the year ended 31 December 2020

16 Pensions

The charitable company participates in The TPT Retirement Solutions Growth Plan (formerly The Pensions Trust Growth Plan) ('the Plan') which is a multi-employer defined benefit scheme as described by FRS 102 - Section 28.

A full actuarial valuation of the plan at 30 September 2017 showed the market value of the scheme assets to be £795 million, liabilities of £926 million and a deficit of £131 million.

The present value of Reach Volunteering's portion of this deficit is £30,043 at the balance sheet date (2019: £36,021). To eliminate this funding shortfall, the charity is required to make additional contributions to the Plan increasing at an annual compound rate of 3% with the aim of eliminating the deficit over a 10 year period. The cost of the deficit contributions included in these accounts was £6,840 (2019: £6,941).

Reconciliation of opening and closing provisions

	2020 £	2019 £
Provision at start of period	36,021	54,842
Unwinding of the discount factor (interest expense)	365	663
Deficit contribution paid	(6,860)	(6,941)
Remeasurements - impact of any change in assumptions	-	-
Remeasurements - amendments to the contribution schedule	517	(12,543)
Provision at end of period	<u>30,043</u>	<u>36,021</u>

Income and expenditure impact

	2020 £	2019 £
Interest expense	365	663
Remeasurements - impact of any change in assumptions	-	-
Remeasurements - amendments to the contribution schedule	517	(11,335)
	<u>882</u>	<u>(10,672)</u>

17 Other Income

Grants received under the UK Government Corona Virus Job Retention Scheme

	2020 £	2019 £
	5,199	-
	<u>5,199</u>	<u>-</u>

18 Audit Fee

	2020 £	2019 £
	13,600	-
	<u>13,600</u>	<u>-</u>