



ANNUAL REPORT FOR THE YEAR ENDED 31ST JANUARY 2023

*Our mission is to be a force for positive change and turn young
offenders lives around*

Legal and administrative information

Trustees

Mervyn Lyn

Martin Myers

Donal MacIntyre

Alison Wenham OBE
(appointed February 2023)

Principal Office

277 Gray's Inn Road

London

WC1 8QF



Foundation
resettlement & rehabilitation for ex-offenders

Bankers

Metro Bank

One Southampton Row

London WC1B 5HA

Website

www.apfoundation.co.uk

E-mail

info@apfoundation.co.uk

Facebook

Facebook.com/APFoundationCIO

Twitter

@APFoundationUK

Instagram

@apfoundation

YouTube

youtube/c/APFTV1

Charity registration number

1188886

Company registration number

CE021390

Introduction

The AP Foundation's mission is to be a force for positive change and to turn young offenders' lives around.

From his own lived experience, the Executive Founder, Andrew Pritchard, believes there is a different way of working with residents and young people in the community to give them a roadmap to success when they leave prison or lack direction.

We believe the only way forward is through a connected learning journey and experiences: 'Learning by Doing' – taking the lessons from our programmes and having hands-on experience not only produces cost savings in the community but also extends the individual knowledge and understanding for prison residents and those on the edge of committing a crime.

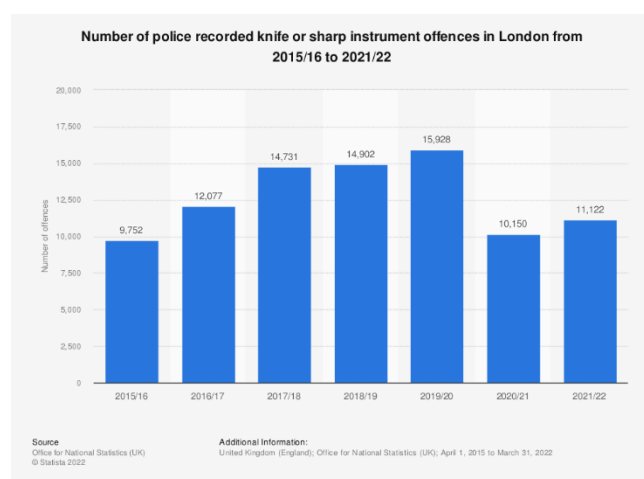
The AP Foundation is different in that it exists to educate from a 360 degree view, recognising that, in order to have systemic change, a multi-agency approach needs to be applied. However, the Foundation has taken it one step further and provides expert mentoring and coaching to teachers in schools, workshop facilitators and employers on how to manage those with complex needs and those facing challenging situations to ensure that lasting change is made and the transition is smooth for all. This is what makes the AP Foundation unique.

Over the past 4 years, the Foundation has made a significant impact on how to tackle reoffending. Through creating strong strategic alliances with key partners, our 5-step pathway is making a difference.

Violent crimes, such as murders and gun and knife crimes, devastate society and destroy lives and communities. So it is concerning that in recent years the number of these offences being reported has been rising.

Among teenage boys, in 2021 there were a record 30 murdered in London. In 2022 this fell to 13, a 57% drop. However, knife crime is still a major problem as almost 60% of those killed died from knife wounds.

We believe that by identifying the early indicators and risk factors of serious violence, we can implement



the right interventions and divert individuals away from violent crime.

Tackling crime is a multi-agency endeavour: local authorities, the police, schools and health services as well as the voluntary sector and the public, have a vital role to play in keeping young people safe.

Objectives and Activities

Purpose and main activities

Para 1.17

The object of the AP Foundation is to provide Intervention, Rehabilitation and Resettlement services to people caught up in the Criminal Justice System ("CJS") by (a) providing mentoring schemes to young offenders in custody; (b) providing employment support or assistance to find accommodation for those young adult offenders in prison, those on probation and those at risk of re-offending; (c) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; and (d) providing advice and guidance to young adults at risk of offending by means of the development and implementation of community programmes.

To reflect the ethnically-diverse prison population, our team is made up of a wide range of ethnicities and cultures. Many of our staff also have lived experience and have gone on to become highly qualified peer mentors, specialising in Substance Misuse, Mental Health, Confidence Building and Conflict Resolution. All of our courses are gender-specific, as we fully embrace equality and diversity. Inclusivity is embedded within our core principles. We also recognise the specific needs of older clients and have age-appropriate courses, aimed at this particular group.

We deliver an integrated package of blended, robust casework and mentoring programmes. The Foundation offers BAME-specific courses to further support and equip inmates and ex-offenders with the necessary skills and competencies they need to reintegrate, contribute and live successfully in the community. Few intervention projects bring about significant reductions in reoffending rates on their own. Hence, our holistic approach of blending a range of intervention pathways: Housing; Drugs/Alcohol Addiction; Education, Training and Employment; and Therapy delivered by smaller specialist service providers all under one roof.

Our approach puts trained team members with lived experience in the CJS at the heart of the solution. This allows for pro-social modelling using those members to offer an alternative to the 'crime' narrative which has been shown to succeed where more conventional approaches fail.

Our Trustees review the Foundation's aims, objectives and activities each year. This report looks at what we have achieved and the outcomes of our work in the reporting period. The Trustees report below on the success of each key activity and the benefits the Foundation has brought to those groups of people it is helping.

The review also helps the Trustees ensure the Foundation's aims, objectives and activities remain focused on their stated purposes. They have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Foundation's aims and objectives and in planning its future activities. In particular, the Trustees have considered how planned activities will contribute to the aims and objectives which have been set.

Main activities in relation to the public benefit.

Paras 1.17 and 1.19

Over the last 12 months, the AP Foundation has gone from strength to strength. Today, we work alongside and supply mentoring services to the City of Westminster Council (Integrated Gangs & Exploitation Unit), Maximus (Community Partnership Network and Probation Service's Education, Training and Employment Programme), HMP Bedford (Young Adult Strategy 2022-2025) and HMP Whitemoor (Young Adult Network).

Since our last Annual Report, the AP foundation has formed a number of strong strategic alliances with key partners in media, construction, training, employment and housing in order to stay faithful to our 5-step Pathway and ultimately achieving our goals.

We have offices at Training 360 in Essex and from June 2023 will also be operating from the new HMP Fosse Way in Leicester.

Our mentors deliver accredited courses and workshops to prisons, youth clubs and schools covering areas such as Conflict Resolution, Anger Management, Peer Pressure/Self-Esteem/Confidence, Guns and Knives, Gang Affiliation, Victims/Families, Crime/Offending, Prison and Drugs, Youth Violence,

Extremism, Child Sexual/Criminal Exploitation, Grooming Awareness, County Lines and Cuckooing.

Diary of the last 12 months

Our work plan for 2022/23 got off to a flying start working with the City of Westminster Integrated Gangs & Exploitation Unit (IGXU"). Between late January to April and from October to December, our Youth Behaviour Specialist, Steve Diedrick, was assigned to deliver a series of workshops at youth clubs and Pupil Referral Units (PRU) across the borough. This contract saw the AP Foundation going into Amberley, Churchill Gardens, St Andrews and Beachcroft schools.



The IGXU is a multi-agency, multi-disciplinary team made up of Westminster Council and police officers. The Unit aims to reduce gang violence to create safer communities and is built on the principles of early intervention, information sharing and personal responsibility. It allows young people to exit the "gang" lifestyle through a series of services and interventions. The integrated partnership approach brings respite

to the community from the type of behaviour which affects their quality of life in the most disruptive way.

The AP Foundation was commissioned by the IGXU to engage young women and girls who are at risk of exploitation. Our Youth Behavioural Specialist is very passionate about ensuring that the young people of Westminster are safeguarded, and also mindful that they are vulnerable and require support which takes a different form depending on the individual.

The work includes sessions within a school setting, raising awareness of exploitation with partner agencies, and 1:2:1 consultation with young women offering healthier patterns of behaviour whilst also bringing awareness of exploitation through unhealthy relationships.



The Foundation has been well received by the multi-agency partners with the young women giving positive feedback.

As a result of the Foundation exceeding the service levels set by the City of Westminster 2022 agreement, we have been contracted to continue this work over the course of 2023. Our Gang's Specialist Mentor, Siddiq Bey, will be heading this latest cohort of workshops.

"It has been an absolute pleasure working with AP Foundation and excited about our collaborative piece for 22-23"

Marie-Teresa Brown (Deputy Service Manager, Integrated Gangs & Exploitation Unit)

In February, Serco, the international provider of services to governments, requested the AP Foundation to assist them with a bid to the UK Ministry of Justice ("MoJ") to retain HMP Lowdham Grange. Unfortunately, on this occasion, despite putting forward a technically strong bid, the contract was awarded to Sodexo on price.



However, in March, it was officially announced that, following a competitive tender, Serco had been awarded a contract by the MoJ to run Her Majesty's Prison and Young Offender Institute (HMP & YOI) Fosse Way, previously known as Glen Parva.

The new contract has an estimated value of more than £300 million over a ten-year term and the MoJ has the option to extend the contract for a further two one-year terms.

The AP Foundation played an integral role in Serco's successful bid for Fosse Way. As a result, the AP Foundation has secured a six-figure annual contract to deliver bespoke rehabilitation courses and support services at the prison.



HMP & YOI Fosse Way is a new build Category 'C' resettlement prison near Leicester, which will house up to 1,715 prisoners. It will be opening mid-2023. As a resettlement prison, it will have a strong focus on rehabilitation with an emphasis on safety, security and decency and will have a range of fully integrated services designed to reduce re-offending and prepare prisoners for release and transition back into the community.

Our Executive Founder, Andrew Pritchard, has written a bespoke course for HMP Fosse Way residents aged between 18-30. The course not only deals with issues of gangs, knife crime, harmful behaviour, drug awareness, conflict resolution, self-esteem and consequences, it also breaks these down into six key areas: (1) addressing the core issues which got the inmate into prison in the first place; (2) bringing the right course to the resident so they stop selling themselves short; (3) building confidence in their ability - helping them to discover their passion; (4) developing their skills so they have a viable chance of securing a proper job; (5) giving residents proper support after prison to deal with issues that could take them back to a life of crime; and (6) treating residents with respect so they can reclaim their dignity and pride.

On 21st March, the Foundation held its Annual General Meeting at 44 Southampton Buildings, London WC2. This was followed by a reception at the Cittie of Yorke public house where our volunteers and mentors had an opportunity to meet and talk with the Trustees.

In April, Bruce Houlder QC (Founder of the Fighting Knife Crime London charity ("FKCL")) invited Andrew Pritchard to write an article for their magazine. The 1100-word feature helped to promote the AP Foundation's position in the sector.

FKCL is a well-established charity and an increasingly respected part of the work being done in Greater London to empower young Londoners and change their lives for the better.

In June, the AP Foundation was invited by the Palace For Life Foundation to speak at their "Realities and Consequences of Criminal Behaviour workshop.

Chase Hill (Targeted Intervention Manager for the Palace For Life Foundation) reviewed the talk as follows:

"Andrew attended our workshop aimed at young people who had been identified as being a risk/involved in offending behaviours. He gives a very real, raw and powerful account of his personal story, his mistakes and the choices which led to his prison sentence. Our young people were completely captivated by the power of Andrew's words as he took the group on a journey of his mindset and growth. He was organic and relatable to our young people through the young adults he had come across in prison. I could not recommend Andrew more!"





Lisa gave a powerful account of the events that led to her son's prison sentence. She told our group about the impact immediately after the incident, then took us on a journey through the trial and talked about the stigma and impact on their community. Our young people were completely taken aback by Lisa's bravery, seeing the impact of a murder from a different perspective. The emotion and pain in Lisa's words were

extremely powerful. One young person said to us after the event that he had found it really hard to listen to Lisa as he thought about his own mother and her pain. This was without a doubt one of the most impactful speakers we have had!"

Also in June, New Directions PRU in Newham invited Andrew Pritchard to speak at their Community Roundtable meeting. He spoke to the multi-agency group about his personal lived experience and the aspirations of the AP Foundation moving forward.



Newham PRUs have been awarded the National Nurturing Schools Award. This was the result of several years of hard work in developing and embedding nurturing principles and practices across their schools. The schools were assessed against a wide range of standards and it was recognised that they implement and embed a nurturing culture which responds to the social, emotional and mental health needs of all their students and the wider school community.

In July, the established charity Spark Inside created the Black Hero's Journey and was given permission to use Andrew Pritchard's story in their innovative and award-winning Hero's Journey programme for young people, which helps to build their motivation to create a positive future self, away from crime, reducing in-prison violence and contributing towards the reduction in reoffending post-release.

The original programme has been running for 10 years in prisons across the Southeast of England. Approximately 700 young men have completed their workshops. A third of the young men who attend the course are black or of mixed heritage. It was in recognition of this that Spark Inside decided to launch the Black Hero's Journey.

In August, the AP Foundation formed a strategic alliance with Training 360 Ltd to create a GQA-accredited training centre in Basildon. We now have a huge range of fully-funded courses, including construction, media (film & music) and peer mentoring.



We have been communicating with local probation offices around Essex in order to offer their clients upskills and training. In addition, soon we intend to start running training courses in Level 1 Health & Safety and CSCS at HMP Chelmsford, HMP Highpoint, HMP Mount, HMP Warren Hill and HMP Hollesley Bay.



In September, Erwin James, Editor-in-Chief of Inside Time newspaper, interviewed Andrew Pritchard and wrote about his journey from prison to creating the AP Foundation.

Inside Time is Britain's largest free prison newspaper, published monthly. Each month over 60,000 copies are distributed free to all prisons and special hospitals, plus many secure units and hostels throughout the UK. There is also an extensive mailing list of individuals and organisations involved in the prison and probation service.

The website gets over 2 million hits with up to 100,000 monthly visitors and provides worldwide free access to the pages of each issue and a massive amount of vital information for anyone involved in penal affairs and the family and friends of prisoners.

In October, the AP Foundation together with the University of Hull began to work with HMP Bedford to prepare their Young Adult Strategy 2022-2025. This strategy aligns with our shared vision, values (Diversity & Inclusion, Pride in the Community, Respect for People, Striving for Excellence and Teamwork) and our main priorities (to improve staff-prisoner relationships, reduce violence, reduce suicide and self-harm) and other key priorities: to reduce use of force; embrace



diversity and inclusion; maximise purposeful activity; improve the quality and quantity of education, skills and work; assess and respond to the risks and needs of our young adults; and provide a clean and decent environment for them and staff. The aim is to provide consistent support to address the needs of our young adults.

On 25th October, Andrew Pritchard created the AP Housing Association CIC, which is a not-for-profit organisation and stands as a completely separate entity from the AP Foundation CIO. The reason for this is to allow the AP Foundation and other rehabilitation charities a pipeline to house vulnerable people and returning citizens upon their day of release.

Approximately 5,700 residents leave prison each month. Given that the most common factor among young adults who re-offend after leaving prison is homelessness or unstable accommodation (as over 50% of released returning residents are unable to return to their previous homes), the need for good quality social housing and supported accommodation is essential.

The AP Housing Association has been working towards building alliances with a number of credible private investment funds and property developers, which will create a safety net for many returning citizens who are leaving prison. One of these companies has provided housing for selected housing providers in the community since 2014, ensuring safety and respect for some of the most vulnerable people in society. Their properties are fully modernised to provide for high-quality standards of living and are fully “dressed” on Day 1 so the occupants do not need to rely on the payment of their first benefit for essentials like bedding, bath towels, cutlery etc.



One particular private fund has offered to invest approximately £20 million in new properties which the AP Housing Association will be responsible for managing as part of their prison leaver’s resettlement plan. The fund owns and manages an extensive property portfolio, offering rental levels which are very competitive in the marketplace, thereby helping to reduce the end cost to the government.

On 2nd November, the AP Foundation was invited to promote our menu of services at the Maximus Job Fair at Ilford Job Exchange. Earlier that month, the Foundation had become a member of their Community Partnerships Network, as part of which Maximus agreed to fund a series of our short courses for applicants referred to us from the Probation Service's Education, Training and Employment Programme as well as the DWP's Restart Scheme.



Maximus is a global leader in health and employment services. In the UK, they have operations in over 270 locations and employ over 3,800 highly trained staff to deliver employment, disability and health services to more than 2 million people each year.

They partner with the UK Government, private sector businesses as well as charitable organisations to provide easy-to-navigate, customer-focused and effective services that support communities and deliver on their promise to their clients. They have delivered the Health Assessment Advisory Service since 2015.

Although it was a project we had great aspirations for in 2022, unfortunately, due to limited manpower and financial resources, last year the AP Foundation was unable to make much progress with its "Made in London" multi-media, virtual reality crime intervention bus project referred to in last year's Annual Report.

However, as part of the virtual reality concept, in November, the AP Foundation announced a partnership with The Fred Company which for the past six years, has designed, evaluated and deployed creative digital interventions and XR technologies, to support a wide range of groups and organisations from the NHS to commercial partners.

Through this partnership, we will be developing a range of exciting, innovative initiatives around digital production and virtual reality-focused services, to support our approach to early intervention, rehabilitation and digital education of young offenders, returning citizens and current prison residents. Both parties have a shared commitment and passion towards making a positive difference to the lives of those with whom we interact and work.



This partnership now brings an exciting and unique step forward in providing a breadth of unique opportunities, digital career and training collaborations and digitally-enabled rehabilitation sessions, as we work more closely together.



In addition, in November Peacock Gym held its annual White Collar Charity Boxing event at the Hilton Hotel on Park Lane. Peacock dedicated a full page in the event brochure to an article about the AP Foundation. The feature covered the work we are doing in the community and prisons alike.

Clifford Hobbs, Anthony Mills and Raymond Betson from the AP Foundation's Mature Lived Experience Team attended the event.

Also, during the course of the year, the AP Foundation teamed up with White Rhino Inc to successfully deliver an array of courses across a range of subject areas including How to Make a Film on your Mobile Phone; photography; and screenwriting.

The series of workshops were run by the experienced cameraman and photographer James Esposito who passed on his knowledge, tips and tricks. The workshops were completely free for AP Foundation students to enrol and they helped people get started in the creative arts industry.



Throughout the course of the year, awareness for the AP Foundation has continued to grow. Online podcasts, documentaries and other content relating to the AP Foundation or its founder have been viewed over 2 million times.

Public benefit

SORP para 1.18

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'. The Board of Trustees have also referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning the Charity's future activities.

Additional information

Contribution made by volunteers

SORP para 1.38

For most of 2022, the Foundation had seven volunteers, all of whom have been providing their time selflessly for the charity, and then in September 2022, we were pleased to welcome Melanie Williamson as a new volunteer. She is an Executive Assistant specialising in High-Net-Worth Individuals and the charity sector, with years of experience in governance. We are very grateful for her and all of our other volunteers' contributions to date.

During 2023, the Foundation will be sending out a call to action to recruit more volunteers, who fit the criteria to assist with our fundraising activities. Our Prison Outreach volunteer Lisa McInerny helped us maintain a 100% record of responding to all requests to assist. Lisa also has a vast knowledge in relation to Joint Enterprise.

Achievements and Performance



Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole

SORP para 1.20

Our contract with Westminster Council was a resounding success. Initially, the role of our mentors in the job description was to offer support to their team and assist with running workshops, etc. However, within the first 2 weeks, we had completed all the milestones laid out in the Service Level Agreement. Thereafter, our assigned mentor was placed in charge of running workshops on his own, leading the team at the Pupils Referral Unit (PRU), delivering restorative justice, and helping increase the numbers in youth clubs. Our Youth Behaviour Specialist has also been cleared to sit on Westminster multi-agency meetings at City Hall and lead on their drive-outs.

The joint venture between the AP Foundation and the Training 360 skills centre has been running a fully accredited 5-day pre-employment course, which is proving to be very popular with ex-offenders. The course covers First Aid, Level 1 Health & Safety in a construction environment, Manual Handling, Working at Height Awareness and Asbestos Awareness. There is also a Construction Skills Certification Scheme multiple choice test to obtain a green card.

The AP Foundation has been strategizing with Elizabeth Obertelli (Head of Communities and Social Value) at Breyer Group, on how to find meaningful employment for ex-offenders within the construction industry. Breyer is one of the leading property services providers in the South and South East, with over 60 years of experience within the public sector.

We were able to contract N3ON (The Web3 Development Lab) to redesign the www.apfoundation.co.uk website to accurately portray our vision and the work that we are doing. By creating a modern, government-grade website that provides users with effective, accessible and straightforward means of obtaining information, we can now provide a clearer hierarchical structure and easy navigation, better security and cross-platform capability.

Additional information

Achievements against objectives set

SORP para 1.41

Unfortunately, during 2022 we were unable to push our fundraising activities and, as a consequence, donations to the charity low. However, we more than made up for it by the fees generated from Westminster City Council which will continue into 2023 together with the anticipated fees coming from Serco (which will commence in April 2023 and increase when the prison opens in July 2023). This has arisen specifically because the Foundation has exceeded the goals it set for itself during 2022 in terms of the people we have been able to reach and the changes we have been able to make to their lives.

Performance of fundraising activities against the objectives set

SORP para 1.41

This was a difficult year for donations. Our fundraising plans were deferred so that we could focus on the work we have been doing with Westminster City Council and generate revenue from that source which has enabled the Foundation to continue to fulfil its aims and objectives and to start to flourish.

We had hoped that Serco would have begun cash-flowing the Foundation by July 2022 in connection with the HMP Fosse Way contract. However, due to delays in construction at the site, the prison will not now be open until July 2023, as opposed to its scheduled launch of January 2023.

Our plans are to organise a fundraising music/sports event and charity auction during 2023, which we hope will bring in some sizeable donations.

Financial Review

Review of the charity's financial position at the end of the period

SORP para 1.21

The charity's accounts have improved considerably compared to last year.

Statement explaining the policy for holding reserves stating why they are held

SORP para 1.22

The Foundation had a reasonable reserve at the financial year end. This will be used in the early part of 2023 to cover the ongoing costs (before the Serco payments are received) of preparing for the launch of the courses which the Foundation will be running at HMP Fosse Way.

resettlement & rehabilitation for ex-offenders

Amount of reserves held

SORP para 1.22

£10,317.77

Details of fund materially in deficit

SORP para 1.24

Whilst the Foundation still owes money to its Executive Founder, there is no pressure to repay the loan because Andrew Pritchard is content to wait until the Foundation is in a more stable financial position before being repaid. We believe this will be achieved during the course of the next financial period.

Going concern

SORP para 1.23

There are no concerns about the charity's ability to continue.

Additional information

The charity's principal sources of funds (including any fundraising)

SORP para 1.47

The Foundation's only source of funds (£24,960) came from Westminster City Council in the form of remuneration for services provided. This was for delivering workshops at Pupil Referral Units (PRUs), local schools and community centres throughout the borough.

Income – Government contracts
The Foundation had one local authority contract during the financial period of this Annual Report: from Westminster City Council totalling £24,960.

Income – Government grants
The Foundation received no government or local authority grants during the financial period of this Annual Report.

Income breakdown
The total value of income received during the financial period of this Annual Report was £24,960.00, which came from its charitable activities.

Donations
Not applicable.

Spend – grant making
During the financial period of this Annual Report, the Foundation did not make any grants because, at the present time, this is not the main way the Foundation carries out its charitable purposes.

Spend – trustee payments

No payments were made to the trustees during the financial period of this Annual Report and no trustees resigned and took up employment with the Foundation.

Activities outside the United Kingdom

Not applicable.

Trading subsidiaries

The Foundation does not have any trading subsidiaries.

A description of the principal risks facing the charity**SORP para 1.46**

From a slow start in 2020 and into 2021, the Foundation is now in a position where the efforts made over the last three years have started to bear fruit. With the Serco HMP Fosse Way project starting full-time in July 2023, and with the Foundation being asked to continue its work within Westminster City Council, not only will we be fulfilling the objectives for which the charity was formed, but the revenue which this will generate will give the Foundation a solid financial basis for continuing with its aims. At the present time, we do not see that the charity is facing any great risks.

Locations**Charity addresses**

Public address:

277 Gray's Inn Road, London WC1X 8QF

Administrative address:

Unit 7, Olympic Business Centre, Paycocke Road, Basildon, Essex SS14 3EX

The Foundation does not own any property.

Structure, Governance and Management

Description of charity's trusts:

Governing document

SORP para 1.25

Constitution document dated 26th March 2020

SORP para 1.25

Charitable Incorporated Organisation

The Foundation is not part of a wider group structure with a parent and subsidiary bodies.

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees

SORP para 1.25

Trustees

The Trustees meet regularly during the year to agree on the broad strategy and areas of activity for the Foundation, including consideration of reserves and risk management policies and performance. On a regular basis, the Trustees review the major risks facing the charity. In particular, they consider the risks related to the activities of the charity to ensure sufficient systems are in place to mitigate the major risks identified.

Before AP Foundation's year end (31st January), Alison Wenham OBE agreed to join the Board of Trustees in February 2023. Alison has vast experience being a Trustee and a good understanding of compliance and policies in the charity sector. Alison is one of the most experienced and well-known international practitioners in the music business. She is currently the Chief Operating Officer at Blue Raincoat Chrysalis Group and in the past was an Executive Director of Worldwide Independent Network and the Association of Independent Music UK. In 2010 Alison was awarded an OBE for services to the creative industries.

Recruitment of trustees

A prospective trustee can be recommended for appointment by another trustee, management, advisory board members, ambassadors and/or peer mentors. Subject to meeting the statutory criteria; having the required skills, knowledge and experience; being approved as a "fit and proper person"; and passing DBS checks (as required), the prospective trustee can be appointed for a term of three years by a resolution passed at a properly convened meeting of the existing charity trustees.

Reference and Administrative details

Charity name	AP Foundation CIO
Other name the charity uses	APF
Registered charity number	1188886
Registered Company number	CE021390

Names of the charity trustees who manage the charity

Trustee name	Office	Dates acted if not for the whole year	Name of person entitled to appoint trustee (if any)
Mervyn Lyn	Chairman	Whole Year	
Martin Myers	Treasurer	Whole Year	
Donal MacIntyre	Secretary	Whole Year	

Corporate trustees

Not applicable

Name of trustees holding title to property belonging to the charity

Not applicable

Funds held as custodians on behalf of others

Not applicable

Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects
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Not applicable

As at 31st January 2023, the Foundation has the following policies and procedures in place:

Bullying and harassment policy and procedures

Complaints policy and procedures

Financial reserves policy and procedures

Internal charity financial controls policy and procedures

Internal risk management policy and procedures

Safeguarding policy and procedures

Serious incident reporting policy and procedures

Social media policy and procedures

Trustee conflicts of interest policy and procedures

Trustee expenses policy and procedures

Employees and volunteers

Employees

As at 31 st January 2023, the Foundation employed one self-employed contractor who was paid £10,860. No one was working for the Foundation

outside the United Kingdom.

Volunteers

8

Safeguarding and risk

Safeguarding

<p>During the financial period of this Annual Report, the Foundation provided services to children and/or adults at risk.</p>

<p>The Foundation obtained the required level of DBS checks for all roles which are eligible:</p>

<p>Standard DBS checks were obtained for all Trustees and volunteers and all required Enhanced with Barred List(s) DBS checks were obtained for our peer mentors.</p>



Serious incidents

<p>There were no serious incidents to report during the financial period of this Annual Return.</p>

External risk and impact

<p>Not applicable.</p>

Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees (including Alison Wenham OBE who joined after the year end):

Signatures: DocuSigned by: Mervyn Lyn DocuSigned by: Martin Myers DocuSigned by: [Signature]
E208896E8403455... 3896FE4DE6404GA... 85DDBB1D7577464...

Date: 3.3.2023 3.3.2023 3.3.2023

Full names: Mervyn Lyn Martin Myers Donal MacIntyre



Chairman



Treasurer



Secretary

Signature: DocuSigned by: Alison Wenham Foundation
784CD093E2A14EE... resettlement & rehabilitation for ex-offenders
Date: 3.3.2023

Alison Wenham OBE



Trustee