Company Registration No. 03735375 (England and Wales)

# ROSETTA LIFE A COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016



### **LEGAL AND ADMINISTRATIVE INFORMATION**

**Trustees** 

Ms S Bazin

Ms A Ramsden Ms J Wilson

Dr J Chidgey-Clark

**Secretary** 

Dr J Chidgey-Clark

**Charity number** 

1090851

Company number

03735375

Registered office

3 Brook End Chadlington

Near Chipping Norton

Oxon OX7 3NF

Independent examiner

Arram Berlyn Gardner LLP

30 City Road London EC1Y 2AB

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#### TRUSTEES' REPORT

#### FOR THE YEAR ENDED 31 MARCH 2016

#### Foreword by Sarah Bazin, Rosetta Life Trustee

It has been a privilege to serve on the Board of Trustees during another year of significant consolidation for Rosetta Life.

Rosetta Life's successful bid for funding from Guys and St Thomas Charity has enabled the charity to develop a research and evidence base for its health innovation. I look forward to working with the charity over the next three years to witness the implementation of a user driven performance arts intervention for neuro rehabilitation.

This new focus on building an evidence base as led to new partnerships with the academic institutions and offers new opportunities for the charity to thrive. The outcome will be a professionally evaluated model for creative interventions for people living with life-limiting illness that is 'fit for clinical commissioning'. The model will be replicable in health settings across the UK and 'transferable' to holistic care contexts in a range of life-limiting (terminal) neuro-degenerative illnesses, including PD, PSP, Motor Neurone Disease and MS.

Rosetta Life is already beginning to witness a growing demand for the introduction of the intervention as early successes are witnessed from the co creation phase of research and development of the programme. Rosetta Life is delighted to be part of a new initiative to introduce dance into the Oxford Centre for Enablement with a six month funded project enabling a residency for a dance artist for one day per week across neuro rehabiliation and continuing disability management services.

New partnerships with the cultural sector with Garsington Opera and with the Victoria and Albert Museum simultaneously offer opportunities for the arts in health initiatives to lead innovation within the wider cultural participatory arts sectors.

I have also been proud to see the continuing growth of Rosettalive – the company's Youtube Channel – which now boasts more than 270 short films – a rich educational resource of digital advocacy for all those training, working and teaching in the widening field of care for those living with life-limiting illness. 20 new films were added to the channel to 31st March 2016

Like many organizations in the third sector, we continue to face the harsh reality of the economic recession. However, we are pleased that new projects are securing wide interest and the emphasis on research practice is enabling our services to gain the evidence we need to become embedded in the health sectors.

#### **Trustees' Report**

The trustees present the Charity's report for the year ended 31 March 2016.

Legal and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

#### **Objects of the Charity**

The charity's objects are:

- a. The relief of the emotional suffering of persons living with life-limiting illness by providing a creative service that enables individuals to document their lives in whatever form is appropriate to each individual's creative and psychological needs.
- b. To advance the rehabilitation of those who have faced or are facing a life-limiting illness by proving them with access to creative skills that will restore their self-confidence and self-esteem within the micro- and macro- levels of their communities.
- c. To advance the education of the public:
  - By presenting exhibitions, performances and screenings of the creative work of those living with life-limiting illness and promoting the significance of the life experiences of those living with lifelimiting illness to the wider community.
  - 2. By providing training packages for artists, medical and nursing staff.

# TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

#### **Activities**

Rosetta devises and initiates different forms of artistic engagements and activities in partnership with people who are living with life-limiting illnesses; enabling them to realise their potential to live life as fully as possible and show the wider community that we can all make significant contribution.

Rosetta Life documents this work to demonstrate to the wider community how these activities can alleviate suffering, and enhance the quality of life experienced by people living with life-limiting illnesses.

The charity is unique in its digital vision for arts in health and its ability to synthesize traditional and digital forms to create arts works that often draw on the oral tradition of storytelling whilst thriving on a customized online video channel that is accessed regularly by patients, health care professionals and artists.

#### **Organisational Structure**

The Charity is a company limited by guarantee and a registered charity.

The Charity is UK based with its head office in West Oxfordshire and a subsidiary shared office in South London

The Charity's governing body is the Board of Trustees, which comprises not less than three members who are elected by the existing trustees. New trustees are invited to the board by the trustees and approved by the governing body. Induction of trustees is provided by a training pack and training is offered as requested.

The trustees oversee the work of the Charity, consider future projects and approve strategic decisions for the organisation.

The major risks to which the Charity are exposed, as identified by the trustees, are regularly reviewed, and where appropriate, professional advisors have been appointed to mitigate those risks.

The organisation operates as a loose network of artists affiliated through membership to Rosetta Life.

Most artists have a contract with Rosetta Life defining their role in specific projects.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Ms S Bazin

Ms L Jarrett

(Resigned 26 January 2016)

Ms A Ramsden

Mr T S P Scotney

(Resigned 26 January 2016)

Ms J Wilson

(Appointed 26 January 2016)

Dr J Chidgey-Clark

(Appointed 26 January 2016)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

#### **Partnerships**

#### **Health contexts**

Hospices, hospitals and community health care organisations remain affiliated to the Rosetta Life network and strong partnership working means that cross regional and national projects thrive.

A strong partnership with hospitals in London, Derry/ Londonderry, Oxford and London provides the foundation for the strength and growth of Rosetta Life's participatory performances designed to support those living with life-limiting illnesses. A growing network of hospital partnerships across London is enabling the arts intervention to be tested in a wide range of locations.

Under the memorandum and articles of association, the trustees have the power to make any investment that they see fit.

#### **Arts contexts**

Strong partnerships are essential to enable small arts organizations to deliver projects professionally. For example, strong partnerships with The Place, London's Centre for Contemporary Dance, enable us to embed learning from the dance practices developed for neuro-rehabilitation widely across the dance sector while partnerships with Wall2Wall Music, Derry/Londonderry enable us to deliver professional music projects across Northern Ireland.

Strong and long standing partnerships with engagement departments in Museums have enabled us to develop innovative contexts for performances. A new partnership forged this year with the Victoria and Albert Museum adds to the rich possibilities for engagement and performance for our most vulnerable communities.

A new partnership with Garsington Opera Learning and Participation department has enabled us to pioneer digitally connected hospitals performance project. We will connect two hospital performances via Skype and explore the creative opportunities and the health outcomes of this initiative.

#### **Objectives 2015 - 16**

Rosetta Life is an arts charity dedicated to working with the arts to enable the vulnerable and frail who are living with life-limiting illnesses to recover the confidence that illness so often takes away. Public performances ensue from these processes, enabling people to become advocates for the Rosetta Life creative model and the issues that are important to them. Rosetta Life believes that these public performances challenge stigma and change perceptions of the frail and the vulnerable in our wider communities.

Rosetta Life specialises in demonstrating that those living with life-limiting illness are empowered by participation in our projects and are quite able to participate significantly in cultural and social life.

The charity is unique in its policy of a user led arts practice whereby participants are not the source of inspiration for professional artists, nor do they engage in diversionary activity that is not for a public audience, but rather participate fully in the creative and public presentation process and own the authorship of the works they make.

In this way Rosetta Life drives innovation in arts and health programmes and policies. The resources during the financial year of 15/16 were spent establishing the partnerships across South London that would enable Stroke Odysseys to secure funding and a model of best practice for participant-led arts-in-health initiatives in order to:

#### TRUSTEES' REPORT (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2016

- 1. Develop the potential of performance to challenge stigma and perceptions of the vulnerable and frail by working harder to raise the standards of performance.
- 2. Articulate our movement practice in End of Life Care and widen the awareness and reach of the potential of movement to keep people in touch and connected.
- 2a Expand our movement practices in neuro rehabilitation to include voice and song-making and performance. Define a model for this initiative that can be widely disseminated across the health sector.
- 3. Deliver training sessions as appropriate to communicate the practice.
- 4. Sustain the organization by developing the creative learning potential of our work and securing funding to develop the organization
- 5. Continue to grow the media advocacy arm of the organization

#### Finance and Fundraising

Successful funding from Guys and St Thomas' Charity has enabled us to implement a three year practice research project to design and embed an interdisciplinary arts programme to reduce anxiety and depression for those living with the effects of a stroke.

It will also prepare the ground for a model for touring that will challenge the public perception of living with a life-limiting illness.

We acknowledge the need to consolidate our financial stability and are actively seeking core funding which will enable us to employ a company manager and a finance director.

#### Stroke Odysseys: Co creation of an interdisciplinary arts intervention

#### Project administration and overheads:

We have leased a second office at 336 Brixton Road, and are sharing offices with Lambeth Disability Advisory Services. This is placing us at the heart of disability services in Lambeth and proving effective in dissemination and widening awareness of the project. We have contracted a new member of staff to manage support for the South London stroke communities.

#### **Practice development**

We have worked with members of the South London Stroke communities and a network of artists and researchers to co design the intervention for neuro rehabilitation. Performance is very significant and the first informal performance was held in December 2015.

#### Website development

We have launched a new site, <u>www.strokeodyssevs.org</u> to track the development of the initiative and to represent as many voices as possible through a series of video playists that explore the role of participatory video in evaluation and research.

#### **Training and Education**

We are working with The Guildhall School of Music and Drama to develop a training programme for voice and movement in health.

#### **Partnerships**

The partnerships are complex and are currently working well. The Barbican/ Guildhall will host the third creative practice workshop and are supporting the development of education programmes.

# TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

#### Research and Evaluation

A network of hospitals are now supporting the testing of the model and have all signed up to take part in the NHS led ethical application for the research of the arts intervention for neuro rehabilitation. The university evaluation partners are working together to secure effective sharing and interpretation of research data.

This has enabled us for the first time to undertake a three tiered evaluation combining health economics, health psychology and practice research. The research protocols have now been written so that we can implement the evaluation in late 2016 and 2017. In addition a practice as research PhD is supplementing the evaluation and will look specifically at the role of dance and performance in health and will ensure that the new developments of phenomenology and philosophy are embraced to find a language for participatory engagement in health. We are also building video blogs to provide an action research reflective process led by all practitioners involved in the project. This will create a new model combining practice as research with qualitative and quantitative methods meeting an arts and health and economic agenda for the 21st century.

We have contracted Pedro Kirk, PhD applicant at Goldsmiths University, to conduct a Literature Review for us to support the effective gathering of evidence for the initiative and the dissemination of the project.

#### Continuing dissemination of movement practices in Health.

We have presented papers across a wide network of universities including a Phenomenology and Health conference at Oxford University in April 2015, we presented a paper disseminating the findings of our small research into movement and End of Life Care at the 4th International Public Health

& Palliative Care Conference and presented the exploration of dance in health in partnership with The Knowing Body Network at the University of Coventry in July 2015

#### **Public Health Media Advocacy**

Rosetta Movies, led by Chris Rawlence, has continued the expanding film record of all Rosetta Life with the addition of 20 new films. The Rosetta Life Youtube channel <a href="https://www.youtube.com/rosettalive">www.youtube.com/rosettalive</a> averages nearly 100 hits per day with an overall viewership at 31 March 2016 of 140,000

#### **Public Benefit**

The Trustees have had regard to the guidance issued by the Charity Commission in respect of the requirement to meet public benefit

#### **Reserves Policy**

In line with the recommendations of the Charity Commission, the Trustees have formally adopted a Reserves policy. We aim to hold reserves that ensure that the Trust can continue to engage in its charitable work even if adverse economic conditions restrict fund raising activities. The Charity requires free reserves, representing three months of overhead expenditure. However, free reserves as at the balance sheet date were £105. The Trustees are actively seeking unrestricted grant funding to bring these reserves to the required level.

# TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

#### Statement of trustees' responsibilities

The trustees, who are also the directors of Rosetta Life (a company limited by guarantee) for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts 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.

On behalf of the board of trustees

Savere A Bazir.

Ms S Bazin

Trustee

Dated: 14th December 2016.

#### INDEPENDENT EXAMINER'S REPORT

#### TO THE TRUSTEES OF ROSETTA LIFE (A COMPANY LIMITED BY GUARANTEE)

I report on the accounts of the Charity for the year ended 31 March 2016, which are set out on pages 8 to 14.

#### Respective responsibilities of trustees and examiner

The trustees, who are also the directors of Rosetta Life (a company limited by guarantee) for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;

have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Paul Berlyn FCA

Arram Berlyn Gardner LLP

Chartered Accountants 30 City Road London EC1Y 2AB

Dated 19/12 2016

# STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

#### FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds	Total 2016 £	Total 2015 £
Incoming resources from generated funds	_		400 405	100 105	40.000
Donations and legacies	2	-	102,195	102,195	13,009
Investment income	3	12	• 	12	3
Total incoming resources		12	102,195	102,207	13,012
Resources expended Costs of generating funds	4				
Costs of generating donations and legacies		-	7,136	7,136	1,581
Net incoming resources available		12	95,059	95,071	11,431
Charitable activities Productions			64,223	64,223	14,224
Fioductions					
Governance costs		•	3,586	3,586	4,067
Total resources expended		•	74,945	74,945	19,872
Net income/(expenditure) for the year/ Net movement in funds		12	27,250	27,262	(6,860)
Fund balances at 1 April 2015		93	155	248	7,108
Fund balances at 31 March 2016		105	27,405	27,510	248
		=	<del></del>		

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BALANCE SHEET AS AT 31 MARCH 2016

		2016	8	2015	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	8		1		1
Current assets					
Cash at bank and in hand		32,139		7,080	
Creditors: amounts falling due within one year	9	(4,630)		(6,833)	
Net current assets			27,509		247
Total assets less current liabilities			27,510		248
Income funds					
Restricted funds	10		27,405		155
Unrestricted funds			105		93
			27,510		248

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The director acknowledges her responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 14th December 2016.

Ms S Bazin Trustee

Company Registration No. 03735375

# NOTES TO THE ACCOUNTS

#### FOR THE YEAR ENDED 31 MARCH 2016

#### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

These 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 for Smaller Entities (the FRSSE) (effective 1 January 2015) and with the requirements of the Companies Act 2006.

#### 1.2 Incoming resources

Government and institutional grants are recognised in the year in which the Charity is entitled to receipt and the amount can be measured with reasonable certainty.

Grants made as a contribution towards expenditure on fixed assets are treated as deferred income and are recognised over the expected useful economic life of the assets on a basis consistent with the depreciation policy. Grants toward revenue expenditure are released to the profit and loss account on receipt unless conditions apply to their application, in which case they are deferred until those conditions are met.

Income and expenditure has not been netted off in the SOFA.

#### 1.3 Resources expended

Expenditure is recognised in the year in which it is incurred. A restricted fund is established for expenditure, which has been committed to projects, but remains unspent at the year-end.

- Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Costs of charitable activities comprise all expenditure identified as wholly or mainly attributable to achieving the charitable objectives of the charity. These costs include staff costs, wholly or mainly attributable support costs and an apportionment of general overheads.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs have been allocated across the categories of charitable expenditure, governance costs and the costs of generating funds. The basis of the cost allocation has been explained in the notes to the accounts.

#### 1.4 Tangible fixed assets and depreciation

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

Fixtures, fittings & equipment

3 years straight line/life of project

#### 1.5 Funds accounting

Funds held by the Charity are:

Unrestricted general funds – these are funds that can be used in accordance with the charitable objects at the discretion of the Board.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

2	Donations and legacies				
				2016 £	2015 £
	Donations and gifts			102,195	13,009
	Gifts are recognised as an asset upon receipt and the SOFA.	d valued at the m	narket rate. A	All gifts are reco	ognised in
3	Investment income				
				2016 £	2015 £
	Interest receivable				3
4	Total resources expended				
	·	Staff	Other	Total	Total
		costs	costs	2016	2015
		£	£	£	£
	Costs of generating funds Costs of generating donations and legacies	3,608	3,528	7,136	1,581
	Charitable activities  Productions				`
	Activities undertaken directly	-	23,665	23,665	14,224
	Support costs	32,472	8,086	40,558	-
	Total	32,472	31,751	64,223	14,224
	Governance costs		3,586	3,586	4,067
		36,080	38,865	74,945	19,872
5	Support costs			0040	0045
				<b>2016</b> £	2015 £
				~	~
	Premises Costs			2,888	-
	Finance and IT			5,198	-
	Staff costs			32,472	-
				40,558	-

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

#### 6 Trustees

During the year Ms L Jarrett, who was a trustee up to 26 January 2016, received a salary of £22,000.

No other trustee received any remuneration or benefits from the Charity during the year.

#### 7 Employees

#### **Number of employees**

The average monthly number of employees during the year was:

	2016	2015
	Number	Number
Charitable activities and administration	3	-
Employment costs	2016	2015
	£	£
Wages and salaries	36,080	-

There were no employees whose annual remuneration was £60,000 or more.

#### 8 Tangible fixed assets

	Fixtures, fittings & equipment
Cont	£
Cost	0.000
At 1 April 2015 and at 31 March 2016	8,088
Depreciation	
At 1 April 2015 and at 31 March 2016	8,087
Net book value	
At 31 March 2016	1
	<del></del>
At 31 March 2015	1

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

_	Conditions, amounts falling due within and user	2040	2015
9	Creditors: amounts falling due within one year	2016 £	2015 £
		_	
	Trade creditors	281	3,433
	Taxes and social security costs	886	-
	Accruals	3,463	3,400
		4,630	6,833

#### 10 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			
	Balance at 1 April 2015	Income E	xpenditure	Balance at 31 March 2016
	£	£	£	£
Stroke Odysseys London	155	-	(155)	-
Stroke Odysseys GSTC	-	102,195	(74,790)	27,405
	155	102,195	(74,945)	27,405

Stroke Odysseys London: Funding for a series of creative research workshops for stroke 'stakeholders', including those living with stroke, their carers, stroke researchers, clinicians, those working in stroke care, musicians, dancers and lyricists. The aim of the workshops is to explore what a range of innovative creative initiatives in movement and music can bring to the understanding of and rehabilitation from stroke with a view to embedding these new approaches to stroke recovery within NHS stroke care. The workshops will culminate in a series of performances of a new work in London in late 2015.

Stroke Odysseys GSTC is a three year grant, commencing May 1st 2015, from Guy's and St Thomas Charity that will enable us to develop, test and evaluate a creative intervention in the stroke communities of South London that will enable stroke survivors to rediscover self-esteem and agency, counter anxiety and stress, and develop a collective voice.

#### 11 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fund balances at 31 March 2016 are represented by:			
Tangible fixed assets	1	-	1
Current assets	4,734	27,405	32,139
Creditors: amounts falling due within one year	(4,630)	-	(4,630)
	.105	27,405	27,510

# NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016

#### 12 Commitments under operating leases

As at 31 March 2016, there were no financial commitments

#### 13 Related parties

At the balance sheet date, no amounts were due to or from related parties.