



Sing Inside: Annual report and accounts 2019-2020

The trustees are pleased to present the annual report and accounts of Sing Inside for the opening period of the CIO from 28 March 2019 to 31 March 2020.

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Reference information

Charity name: Sing Inside
Registered CIO number: 1182678
Registered address: Sing Inside, PO Box 75137, London SW9 1EJ

Trustees

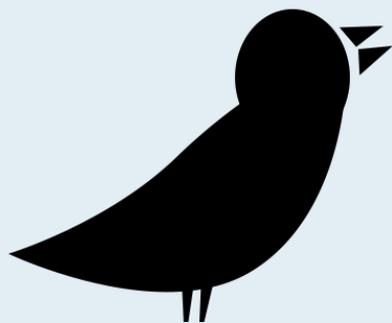
Nigel Rothband (chair, appointed 28.03.2019)
Andrea Brown (appointed 28.03.2019)
Camille Glendinning (appointed 28.03.2019, retired 14.12.2020)
Jonathan Wood (appointed 21.12.2020)
Claudia Vince (appointed 09.12.2020)
Aine Jackson (appointed 14.12.2020)

Executive team

Maisie Hulbert (CEO)
Kate Apley (head of volunteer relations)
Giverny McAndry (head of policy and volunteer development)
Jonathan Schranz (head of musical development)
Clover Willis (head of prison partnerships)

With thanks to local volunteer committees based in Cambridge, Oxford and York, as well as volunteer project officers.

Questions about this report? Contact us on info@singinside.org.



STRUCTURE, GOVERNANCE AND MANAGEMENT

Sing Inside was registered on 28 March 2019 as a charitable incorporated organisation, registered in England and Wales, number 1182678, and governed under a constitution. The trustees confirm that the financial statements comply with the requirements in section 24 of Sing Inside's constitution and with section 133 of the Charities Act 2011 which permits non-company charities to prepare receipts and payments accounts provided the charity's gross income does not exceed £250,000.

Sing Inside provides group singing workshops in prisons across England and Wales. We work with people in prison, people from the local community and prison staff to dismantle social barriers, build a greater sense of self-worth, and develop musical skills. We use the unique power of group singing to build trust, understanding and social skills, demonstrating that meaningful creative opportunities can be a key element of breaking the cycle of reoffending. Our executive team oversee three local volunteer committees who organise workshops with prisons local to them, in Cambridge, Oxford and York.

We form choirs that join volunteers, prison residents and prison staff in one group. By creating an environment of mutual learning and sharing, we change outlooks, increase confidence and help people to see themselves and others differently. We help people reach their potential and raise their aspirations musically, socially and across their lives.

CHAIR'S STATEMENT

Becoming a Charitable Incorporated Organisation (CIO) was a significant milestone and has allowed Sing Inside to build on the outstanding work that had already been achieved as a local student volunteering group.

The executive team have taken on specific areas of responsibility that has given the organisation greater structure and a clear focus. As a small new charity it is important we have the structure, foundations and operating systems in place to enable us to deliver services that will create the greatest impact for our service users. This is where our focus has been during the past twelve months. During that time we have developed our first Theory of Change, which has helped identify our priorities as an organisation. We will continue to review and refine these priorities as we develop our strategy in the next year. We will also be recruiting new trustees and expanding our board, and look forward to bringing new perspectives and skills to Sing Inside.

The coronavirus pandemic has brought many challenges and the executive and local teams have shown great imagination, creativity and determination to ensure prison residents have continued to benefit from our services, as well ensuring continued engagement with volunteers.

So much has been achieved in a very short space of time and my sincere thanks go to my fellow trustees, our supporters, donors, volunteers and of course the Sing Inside executive team who inspire so many with their dedication, energy and sheer hard work.

Nigel Rothband

OUR OBJECTIVES

Sing Inside's purposes as a charity are set out in our governing document as follows:

"to advance the education of the public in the art of music by:

- Conducting choral workshops in UK prisons and holding facilities and promoting music and the performing arts for all who live or work within a prison setting using volunteers drawn from UK universities and local choirs;**
- Training and developing the musicianship and educational leadership skills of volunteers drawn from UK universities and local choirs to support workshop delivery.**

All of our activities focus on delivering public benefit in line with these purposes. We do this by delivering day-long workshops and multi-day courses in prisons, and we worked with 237 volunteers developing their musical leadership skills, four universities and five local choirs to support workshop delivery.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when setting our objectives and in planning our future activities.

Our main objectives for the year as set out in our business plan were to secure and diversify income to support several opportunities for growth; to solidify our governance and operational processes; to develop and improve our impact measurement mechanisms; and to expand into a minimum of three new prisons. In this report we describe our main activities over the year and how we have empowered, trained and supported the people we work with.

OUR WORK

The bulk of our work this year has consisted of our day-long workshops. This is our standard offering, alongside multi-day intensive courses. Over the year we have developed our first theory of change and worked to develop and improve our impact measurement processes.

This report analyses qualitative and quantitative data collected that supports the four key outcome areas outlined in our theory of change:

- Confidence and self-esteem
- Behaviours
- Learning and skills
- Challenging stereotypes

What we have delivered

28

28 day-long workshops in prisons across England

15

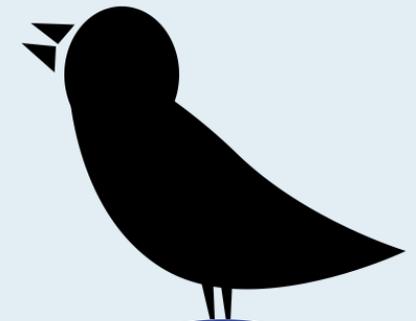
Worked with 15 prisons

2

Two multi-day intensive projects

4

Partnered with four universities

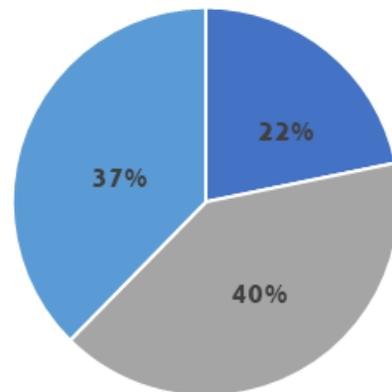


Engaged over
300 prison
residents and
148 volunteers

BUILDING CONFIDENCE

Before our workshops, prison residents fill out a self-assessment form, rating their confidence in singing on a likert scale from 1-5. After the workshops they fill out the same form. The results demonstrate that just one day of singing significantly boosts confidence and self-esteem.

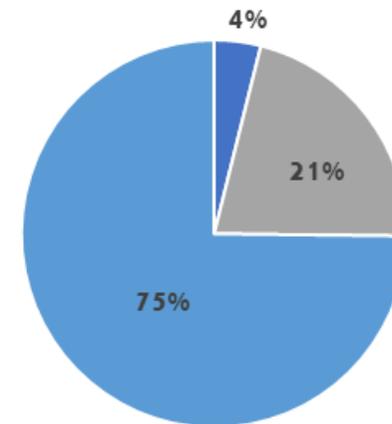
BEFORE (N=335)



■ Nervous/very nervous ■ Okay ■ Confident/very confident

There is a fairly even split before workshops, with a majority of respondents identifying as feeling 'okay'.

AFTER (N=282)



■ Nervous/very nervous ■ Okay ■ Confident/very confident

Afterwards we see a striking increase in those identifying as confident or very confident, and a dramatic reduction in those feeling nervous.

Building confidence: what they said

**“I feel energised after singing. I feel confident through not being shy.”
(Prison resident)**

**“The confidence built up in both prisoners and volunteers.”
(Volunteer)**

**“Made me feel relax[ed], bringing me out of myself in front of others.”
(Prison resident)**

“It gave me confidence in why I love music, and why music is such a special thing in life.” (Volunteer)

**[I signed up] “to learn to relax and be confident in groups.”
(Prison resident)**

“He's branched out a little bit, his confidence is up and [he] can go out and just be a bit more comfortable talking to people.” (Member of prison staff)

BEHAVIOURS

We work to encourage behaviours such as improved social interaction and a positive attitude to group learning, alongside empowering people to improve their wellbeing by engaging with music.

Residents identify these elements as some of the most important parts of our workshops:

74%, the highest percentage, say meeting new people is most important to them

67% say that feeling more positive and improving their mood is most important to them

This year we conducted semi-structured interviews with some members of prison staff. They also highlighted changes in social behaviour and in the wellbeing of prison residents they worked with who also attended Sing Inside workshops.

“And he's somebody who was a self-harmer, quite isolated. And I think cause he's seen you guys on the wing, singing, he's like that part of him is curious, he wants to get involved. [...] And I think he's branched out a little bit, his confidence is up and you can go out and just be a bit more comfortable talking to people.”

“You see a change in them. They interact with us differently, because they see that we have organized it [...] So we'll get to know them a little bit more as well. They relax more, and you can see that they're more comfortable.”

Prison staff members, speaking about prison residents who had attended a Sing Inside workshop

**"Uplifting,
entertaining,
enjoyable. It's good
to mix with
colleagues and
visitors. A good
feeling when we
bring enjoyment to
others."**

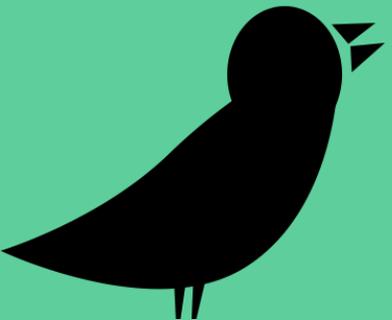
**Prison
resident**

**"Meeting new
people, being
part of a
group, doing
something
positive."**

Prison resident

**"It was fun to sing with such a mix
of people and experiences, and I
think we all came together as a
group through the sound we
made."**

Volunteer



LEARNING AND SKILLS

Learning and developing new skills was referenced throughout the year as one of the most important parts of our work.

73.2% of people in prison said that 'learning musical skills' was important to them.

63.4% of people in prison said that 'trying something new' was important to them.

Prison staff felt that learning or witnessing something new – in this case, singing and music – had an impact on the atmosphere of the prison.

“Something completely different to get involved with - and they don't have to, they can just watch or not be involved. So it's not just taking part, some people are just watching , that's good, something different. And it really helps the atmosphere of the prison. It does. It changes the whole culture of it.” (staff member)

Volunteers also developed musical, vocal and leadership skills over the year.

"I really enjoyed singing with the group and was able to work on aspects of my own singing such as breathing, which I wasn't really expecting (I was expecting more of a chilled sing-along as opposed to a workshop which tried to improve singing technique, which was a nice surprise!)"

Volunteer

"I have gained a huge amount of confidence in leading and have really enjoyed communicating and gaining the trust of the prisoners."

Volunteer

CHALLENGING STEREOTYPES

Qualitative data shows that both volunteers and prison-based participants experience changed attitudes. Volunteers and people in prison start to view themselves and others differently, after just one day of learning music alongside others. This testimony powerfully demonstrates how quickly perspectives can be changed through humanising social contact.

"It tends to give them something in common. They're all different walks of life. They're all different skill sets or different professions or different sentences for different things. But it just gives them that sort of common... bringing people together who never normally would have been together."

Prison staff member

"Feeling alive. Feeling that I am a human being."

Prison resident

"I love music and helping others learn it has changed my life, and made me mentally stronger as a person."

Prison resident

"My opinions about prison residents changed hugely by the end of the day - I encountered so many people throughout the day who just didn't fit my preconceptions about prisoners at all. Even with the people who did somewhat fit my preconceptions, hearing their stories first hand gave me a whole different perspective on prisoners."

Volunteer

WHAT WE LEARNT

In our first year as a charity, our key learning has been around our impact measurement and developing those systems. We have previously focused on gathering feedback from prison-based participants, but have learnt this year that a more robust overall picture of our work will come from gathering similar data from volunteers and comparing their responses. When face-to-face workshops resume, our volunteers and prison-based participants will fill out identical feedback forms. This will help us explore how Sing Inside's work impacts the different groups of people we work with, and the similarities and differences in their experiences.

We have also learnt that there is an opportunity for us to engage people in prison with Sing Inside in a more consistent way. Opportunities such as ambassador roles, and training workshop participants to become leaders, have been proposed by people in prisons we work in. We have seen the power of the personal recommendation to attend a Sing Inside workshop, and how this boosts participation from people in prison and boost volunteer recruitment. Building this into our work in the future will help us have an even greater impact.

WHAT'S NEXT?

Our work this year has shown us that we need to develop our systems further to maximise our impact. We're not planning to focus on growth as much, so in 2020-21 we would like to:

- Launch a programme of volunteer surveys and engagement exercises, to better understand their experiences working with Sing Inside
- Expand our board and recruit new trustees. We will do this via an open recruitment process, advertising on charity sector and trustee recruitment platforms and conducting interviews. We will work to ensure the recruitment process is as accessible as possible.
- Develop in-cell resources for prisons to use during the Covid-19 pandemic, but explore how we can integrate similar materials into our work between face-to-face workshops when they can resume
- Launch a volunteer management system
- Start the process of designing and implementing training and ambassador programmes for people in prison who want to continue working with Sing Inside outside of the workshop setting.

FINANCIAL REVIEW

Non-company charities including CIOs where gross income does not exceed £250,000 are permitted to prepare accounts on a receipts and payments basis. The accounts record transactions from 28 March 2019 (the date the CIO was registered) to 31 March 2020. These accounts can be found on page 15 of the report and a summary is provided below for clarity.

Sing Inside recorded net receipts of £2,980 in the year ended 31 March 2020 (2019: £4,809). This comprised receipts of £17,772 (2019: £9,532) and payments of £14,792 (2019: £4,723).

Receipts received during the year relating to restricted funds were £1,900 reflecting funds specifically restricted to workshops at HMP Huntercombe and HMP Chelmsford. Unrestricted receipts received during the year were £15,872 with this split between charitable activities (£6,340), donations and legacies (£9,017) and other trading activities (£515).

Total payments of £14,792 were made in the year reflecting overheads (£4,166), travel (£7,291), development (£2,201) and publicity and fundraising (£1,134).

Cash is the only asset of Sing Inside at the reporting date. The statement of assets and liabilities shows total cash balances at 31 March 2020 of £16,329 (2019: £13,349). Of this total, restricted cash funds amount to £1,273.

As gross income in the year did not exceed £25,000, an independent examination of the accounts was not required and therefore was not undertaken.

RESERVES POLICY

Reserves are that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes. Sing Inside maintains free unrestricted reserves:

- to provide a level of working capital that protects the continuity of our core work
- to provide a level of funding for unexpected opportunities
- to provide cover for risks such as unforeseen expenditure or unanticipated loss of income.

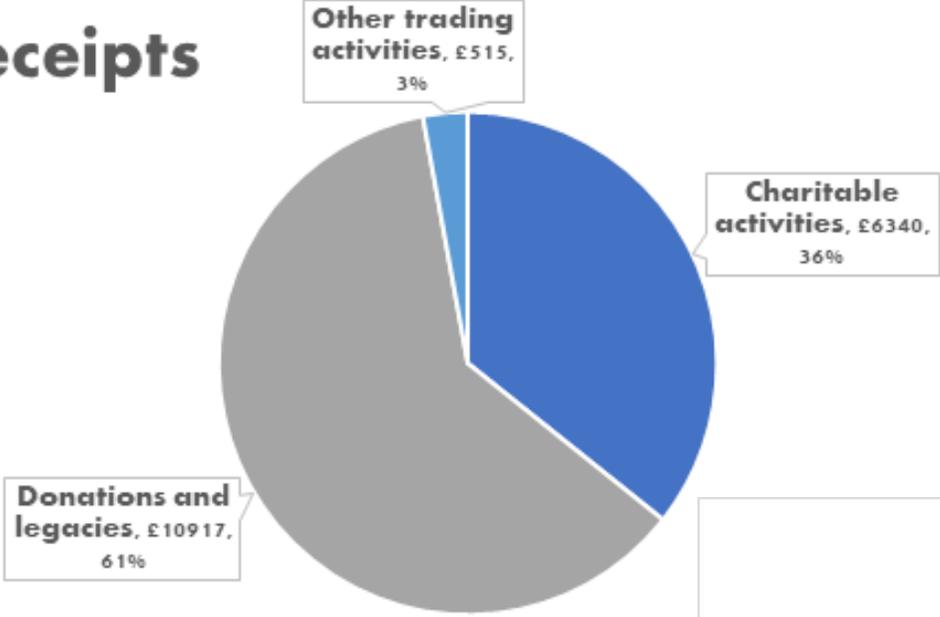
The board of trustees will review the above criteria with reference to Sing Inside's business plan and determine the target level of free reserves to meet these. The basic target level of reserves to be reviewed annually is 6 months of operating expenditure to allow for a managed wind-down if necessary.

The Board of Trustees will at times designate funds from free reserves for significant project costs or replacement of major assets.

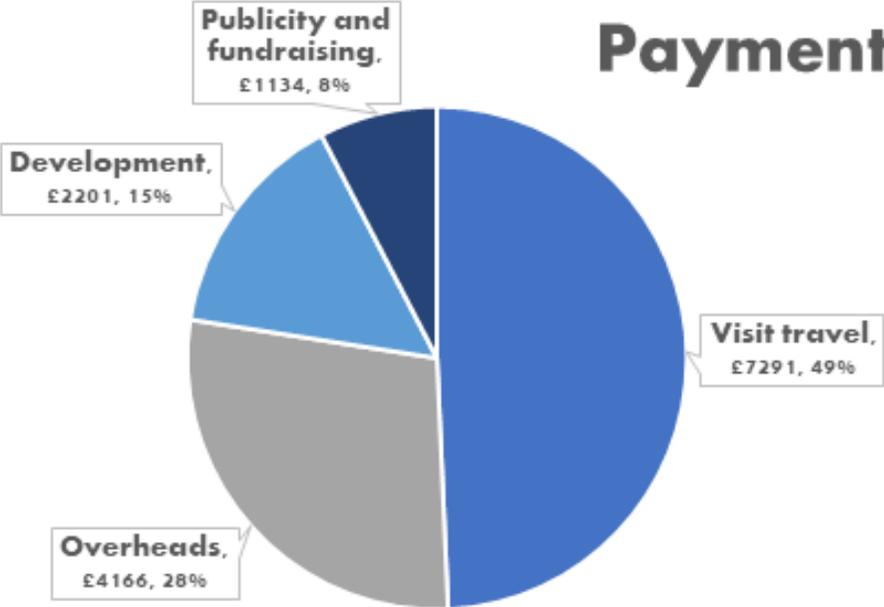
SUMMARY OF ACCOUNTS

28.03.2019-31.03.2020

Receipts



Payments



APPENDIX 1: COMPLETE ACCOUNTS

Additional disclosures required for CIOs

The Charitable Incorporated Organisations (General) Regulations 2012 do require the following information to be given by way of note:

- a) particulars of any guarantee given by the CIO, where any potential liability under the guarantee is outstanding at the date of the statement of assets and liabilities;
- b) particulars of any debt outstanding at the date the statement of assets and liabilities which is owed by the CIO and which is secured by an express charge on any of the assets of the CIO.

It is noted for Sing Inside that there was nothing to disclose in respect of either a) or b).

The complete accounts are provided on the next page of this report.



PO Box 75137
London SW9 1EJ

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Registered charity 1182678

Accounts

Sing Inside	1182678
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CHARITY COMMISSION
FOR ENGLAND AND WALES

Receipts and payments accounts



For the period from	28/03/2019	To	31/03/2020
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Section A: Receipts and payments

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £	Prior period £
A1 Receipts					
Charitable activities	6,340	-	-	6,340	-
Donations and legacies	9,017	1,900	-	10,917	9,382
Other trading activities	515	-	-	515	150
	-	-	-	-	-
Sub-total (Gross income for AR)	15,872	1,900	-	17,772	9,532
A2 Asset and investment sales					
	-	-	-	-	-



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	-	-	-	-	-
Sub-total	-	-	-	-	-
Total receipts	15,872	1,900	-	17,772	9,532
A3 Payments					
Visit travel	4,989	2,302	-	7,291	3,914
Overheads	3,241	925	-	4,166	332
Development	2,201	-	-	2,201	357
Publicity and fundraising	1,134	-	-	1,134	120
	-	-	-	-	-
Sub-total	11,565	3,227	-	14,792	4,723
A4 Asset and investment purchases					
	-	-	-	-	-
	-	-	-	-	-
Sub-total	-	-	-	-	-



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Total payments	11,565	3,227	-	14,792	4,723
Net receipts / (payments)	4,307	(1,327)	-	2,980	4,809
A5 Transfers between funds	(100)	100	-	-	-
A6 Cash funds last year end	10,849	2,500	-	13,349	8,540
Cash funds this year end	15,056	1,273	-	16,329	13,349

Section B: Statement of assets and liabilities at the end of the period

Categories	Details of bank accounts	Unrestricted funds £	Restricted funds £	Endowment funds £
B1 Cash funds	Central account	7,827	1,273	-
	Cambridge account	4,791	-	-
	Oxford account	2,438	-	-
	Petty cash account	-	-	-
	Total cash funds		15,056	1,273



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		Unrestricted funds	Restricted funds	Endowment funds
	Details	£	£	£
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
			-	-



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B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	-
		-	-
		-	-



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**Signed by one or two trustees on
behalf of all the trustees**

Signature

Print Name

Date of
approval

 <small>Nigel J L Rothband (Jan 24, 2021 18:18 GMT)</small>	Nigel J L Rothband	Jan 24, 2021
	Jonathan Lucas Wood	Jan 24, 2021