

Registered number: 01636098
Charity number: 285214

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(PARENTS AND CHILDREN TOGETHER)
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

This report by the Trustees, together with the audited financial statements of the charitable company, is for the year ending 31st March 2021. It includes the Directors Report and the Trustees Annual Report.

I. Reference and administrative details

The Oxford Diocesan Council for Social Work Incorporated is a charitable company limited by Guarantee, incorporated on 17th May 1982 (Company number 1636098), and registered as a charity on 2nd September 1982 (Charity registration number 285214).

The charitable company is also known under its operating name of "Parents And Children Together" hereafter referred to as "PACT". At the balance sheet date, the company had no subsidiaries.

The Registered Office (which is also the principal place of business) is at 7 Southern Court, South Street, Reading, Berkshire, RG1 4QS. The Ofsted Adoption Agency registration number is SC049093 and in the year under review the Responsible Individual registered with Ofsted in accordance with adoption legislation is Jan Fishwick. The Registered Manager registered with Ofsted in accordance with adoption legislation is Lorna Hunt. From 1st April 2021 the Responsible Individual registered with Ofsted in accordance with adoption legislation is Lorna Hunt. The Registered Manager registered with Ofsted in accordance with adoption legislation is Amanda Davies.

Auditors James Cowper Kreston, Reading Bridge House, George Street, Reading, Berkshire, RG1 8LS

Bankers National Westminster Bank PLC, Charing Cross Commercial Centre, P.O. Box 39952, 2 1/2 Devonshire Square, London, EC2M 4XJ

Insurers Markel (UK) Ltd, Verity House, 6 Canal Wharf, Leeds LS11 5AS

Legal Advisers Blandy and Blandy, 1 Friar Street, Reading, Berkshire RG1 1DA
(General legal matters)
Griffiths Robertson, 7-11 Queen Victoria Street, Reading, Berkshire, RG1 1SY
(Legal advice relating to adoption matters)

Directors and trustees

The directors of the charitable company ("the company"), who form the Executive Council of the charity, are its trustees for the purpose of charity law and throughout this report are collectively referred to as trustees. Trustees serving during the year and since the year end are as follows:

Mr W. Cuell
Mr E. Smatovs (Appointed Sept 2020)
The Revd T.P. Edge (Resigned Oct 2020)
Mr A.W.P. King
Mr P.J. Sapwell
Mrs S. Gibbons
Mrs E. McAuley
Mr P. Lewis
Mr B. Kapp
Mrs A. Andrews
Ms K. Gelling
Ms C. Clifford (Appointed January 2021)
The Revd J. Sumner (Appointed January 2021)

Chief Executive Officer:

Mrs N. van Vliet (from 1st April 2021) (Mrs J. Fishwick in the year to 31 March 2021)

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II. Structure, governance, and management

Governing Document

PACT is a company limited by guarantee governed by its Memorandum of Association dated 17th May 1982, and amended on 16th May 1984, 25th January 2005, 19th September 2006, and 18th December 2009.

Members of the company each guarantee to contribute an amount not exceeding £1 to the assets of the company in the event of winding up. The total number of such guarantees at 31st March 2021 was 12.

Appointment of Trustees

The governing document provides that the President of the Company shall be the Lord Bishop of Oxford, and that the Chair of the trustees, who shall also be Chair of the Executive Council, shall be appointed by the Lord Bishop of Oxford.

The trustees are members of the charitable company and the trustees may from time to time invite any person they think fit to become a member.

Paragraph 4 of the Company's Articles of Association imposes no limit to the number of Trustees.

Paragraph 44 provides for a third of the trustees to retire by rotation at the AGM, in which case they are eligible for re-election. Paragraph 49 gives power to the Executive Council to vary the number of members of the Executive and paragraph 50 gives the Executive Council power to appoint additional members subject to their signing the Register of Members and their endorsement by majority vote at the next Annual General Meeting.

In the year to 31st March 2021 the Executive Council met on four occasions, including the AGM. Due to the restrictions of the pandemic the Executive Council met virtually using video conferencing facilities through the financial year.

Trustee induction and training

New trustees undergo an induction process and are given an induction pack. They are encouraged to attend appropriate external training events, where these will facilitate the undertaking of their role. Trustees also join staff and adoption panel members for panel training as part of their ongoing professional development.

Governance structure for the year ending March 2021

A review of the governance structure was undertaken in Q3 of YE21, and a new structure identified for governance meetings, the Executive Leadership team and Senior Management Team was implemented from 1st January 2021.

Sub Committees

The Executive Council has three committees made up of trustees and co-opted members, including those with relevant experience and expertise. These committees consider, make recommendations, and report to the Executive Council on matters relating to HR; Adoption; and Communities.

Monthly Business Reviews

These Reviews are attended by the Chair, Treasurer and HR Committee Chair along with ELT and the Head of Finance for information sharing and decision making relating to financial, strategic, and operational performance and management of risk.

All of the above governance meetings are facilitated by the Executive Assistant.

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Executive Leadership Team (ELT)

Strategic company business is undertaken by the Executive Leadership Team which meets monthly. This consists of the Chief Executive, the Chief Operating Officer, the Adoption Service Director, other staff attend as required. A new Director of Business Development was appointed in March 2021 and they are a member of the ELT.

The remuneration of the ELT is set by the HR Committee which considers the skills and requirements of the role and benchmark pay against similar roles inside and beyond the sector. They are mindful of the need to recruit and retain key staff with the attributes needed to manage the charity effectively.

Senior Management Team (SMT)

A larger group of senior managers usually meets monthly, alternately to ELT, to undertake a wider range of day-to-day company business and comprises members of ELT as well as the Head of HR, Head of Marketing and Communications and Head of Communities. However, in response to the ever-changing working environment through the year as a result of the Covid-19 pandemic, the SMT met initially daily, then twice per week and weekly. A new Assistant Director of Adoption was appointed in January 2021 and they are a member of SMT.

Governance structure from 1st January 2021

Further to the governance review it was agreed that the sub committees would be incorporated in the Executive Council meetings. From 1st January 2021 the Executive Council has met quarterly and included the HR, Adoption and Communities Committee. Lead Trustee roles were introduced, with each member of the Executive Council having a specific business interest. The Lead Trustee and relevant member of SMT meet regularly and share updates at meetings of the Executive Council.

Sub committees

A separate finance committee meets twice a year and a separate meeting is convened to focus on HR once a year. These committees are made up of SMT, trustees and co-opted members, including those with relevant experience and expertise. These committees consider, make recommendations, and report to the Executive Council on matters relating to HR and Finance.

Monthly Business Reviews

As part of the governance review it was decided that these monthly business reviews would not be required from 1st January 2021. The Treasurer continues to meet with the Head of Finance on a monthly basis and the CEO meets with the Chair on a monthly basis.

Adoption Panel

The adoption agency operated with one Adoption Panel throughout the period. This panel is made up of independent lay and professional representatives. Due to the restrictions of the pandemic the panel met virtually using video conferencing facilities through the financial year.

Legal Adviser to Adoption Panel

Emily Boardman

Medical Adviser

Dr Efun Johnson
Dr Rush Wickramasinghe

Adoption Agency Adviser to Panel

Sarah Stollard

Connected charities

PACT has a strong historical connection with the Diocese of Oxford and receives a grant from the Oxford Diocesan Board of Finance (registered charity no. 247954).

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Risk Management

The charity maintains a Risk Register, which is updated each month by the SMT and submitted to the trustees to monitor against the strategic objectives set out in the Business Plan. The Risk Register is reviewed at each Board meeting and also by the Chair and Treasurer at the monthly business review meeting. The trustees are satisfied that systems and procedures are in place to mitigate those risks identified in the Risk Register.

The main risks of the charity are:

1. The income from adoption placements will fall short of the target of 55 YE22

What are we doing?

PACT ensures its Placements Team are well resourced and continue to receive high quality newly approved potential adopters in a consistent and timely manner. PACT continues to monitor the numbers and capabilities of all prospective adopters and ensures that action is taken quickly if needed. The current target of 7 Registrations of Interest per month is being achieved and the quality of adopters is good. PACT has a robust adoption recruitment marketing plan that it reviews weekly to ensure it can respond effectively.

PACT works with organisations such as New Family Social and Home For Good. Targeted marketing into the LGBT, faith and black and ethnic minority communities is also carried out to facilitate an increasing requirement for family placements. PACT is flexible with its spend with its digital provider who are delivering on a focused Search Engine Optimisation (SEO) and digital marketing strategy, targeting areas most needed at different times.

What more can we do?

PACT continues to work closely and efficiently with Regional Adoption Agencies, in particular with those whose demand for potential adopters is the greatest. Senior Managers work closely with Regional Adoption Agencies and sit on a number of RAA Boards to help influence practice. The charity actively seeks to strengthen relationships with key family finding teams across the country and has achieved this across London and the South East where the PACT offices are based.

What if the risk still materialises?

There is a recognition of the limitation a drop in placement numbers would bring and the potential pressure on income that would entail. Appropriate action would be taken to match the scale of resources needed to manage the caseloads with the projected volume of candidates in progress.

PACT maintains an operational and financial plan to lower costs in advance of any material shortfall in order to both manage cash flow and maintain financial targets. Diversification options are also being explored.

2. Covid restrictions will negatively impact on service delivery

What are we doing?

Service managers have continued to review service delivery alongside the pandemic restrictions, ensuring we provide covid safe working and delivery spaces. Risk assessments in place for all service delivery, regular communications and consultation with staff and volunteers.

What more can we do?

Continued review of service delivery and monitoring the Covid-19 guidance and numbers of Covid cases in local areas.

Review of risk assessment process and continued communication and consultation with staff and volunteers.

What if the risk materialises?

PACT has demonstrated immense agility and been able to maintain service delivery throughout, adopting virtual delivery solutions where required and will continue to do so.

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3. Fundraising and income targets will not be achieved for 2021-22. This could result in a reduction in services.

What are we doing?

PACT's fundraising team has responded with agility to the challenges that the pandemic has presented. The organisation achieved its targets for YE21 and is working hard to achieve those set for YE22. These look to be on track and further investment is being made to develop the fundraising and digital teams. PACT worked with a fundraising consultant to review our processes and the recommendations from this are being implemented in YE22.

What more can we do?

Further investment in our fundraising team may be required as well as continued partnership working with statutory agencies for contract delivery opportunities.

What if the risk still materialises?

PACT maintains an operational and financial plan to lower costs in advance of any material shortfall in order to both manage cash flow and maintain financial targets. Diversification options are also being explored.

4. Local Government Pension Scheme (LGPS) Liability

What are we doing?

The PACT share of the LGPS liability is significant at £3,628,000. The scheme has been closed to all but key members of staff since March 2013 to mitigate risk by reducing any further exposure to the liability.

The Trustees recognise that the liability will not crystallise whilst PACT still has active members in the scheme and therefore the short to medium term risk to PACT is mitigated by the annual repayments made to the scheme.

The Actuaries of the scheme calculate repayments on a triennial basis, the next Report is due March 2023. The repayment liabilities for the next two years have been set as £17,120 (2022) and £17,740 (2023) therefore the Trustees consider these repayment requirements are within comfortable parameters.

The Trustees recognise that these short-term liabilities may increase in the future.

What more can we do?

PACT keeps the LGPS scheme under careful assessment and risk is monitored throughout the year.

What if the risk still materialises?

PACT consider that the risk to the scheme crystallising is minimal due to the measures taken to mitigate and reduce the risk, such as continued membership mentioned above.

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III. Objectives and Activities

The objects of the company as stated in the Memorandum of Association are:

- a) to promote the moral and spiritual improvement of persons within the Diocese of Oxford and such other places as the Executive Council shall from time to time decide, and
- b) the relief of children in need by providing an approved adoption service.

The main objectives for the year to further these objects are:

- To improve life chances for children, young people, parents, and individuals by identifying and responding to unmet need.
- To ensure that the children and families within the Diocese of Oxford and beyond have a highly professional adoption and family support agency.

In setting objectives and planning activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to the guidance on fee-charging.

The two main areas of activity during the year were adoption services together with a small range of community projects.

The strategies employed to achieve the company's objectives during the year were as follows:

- Building new families through adoption – the placement of looked after children from the care system. Some of these children will have experienced neglect and/or abuse. All will need security, love, and stability to enable them to overcome difficulties.
- Providing Adoption Support Services - a range of consultation, therapies, and training to help families throughout their adoption lives. This includes FACTS (Family and Children Therapeutic Service), a specialist multi-disciplinary team working holistically and therapeutically with children and families. FACTS provides access to professional advisors in creative art therapy, play therapy, Sensory OT, and psychological services. Other services include online support service The Adopter Hub; The Strengthening Families Team; Adopter Champions; post-approval workshops; periodic newsletters; annual family fun days; activity events for adopted children.
- Helping birth relatives seeking to trace their adopted relatives (Intermediary Services).
- Family Finding for children who wait the longest ('harder to place') on behalf of Local Authorities and RAAs.
- Working in a group or individual setting to support vulnerable women, those involved with, or at risk of becoming involved with the Criminal Justice System, and children and families affected by domestic abuse.

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Role of Volunteers

In addition to our Trustees, PACT has a wide variety of volunteers contributing across all departments and services. This includes successful Psychology and Social Work University placements and Counselling and Play Therapy placements.

Despite some volunteers leaving us during 2020-2021 due to the pandemic, we have managed to maintain our 2019-2020 level with an average of 36 volunteers to 31 March 2021.

During lockdowns we adapted some volunteer role activities and provided laptops to enable virtual support. Equally, some roles were not viable to operate virtually. Overall, the challenges of the pandemic did impact our volunteering. Many volunteers were unable to offer their usual commitment and time, either due to childcare, home-schooling or family and domestic needs. Others, who welcome the social interaction of their volunteering had no opportunity for this. As restrictions lifted, many were not comfortable coming into the office or travelling, particularly with reservations about using public transport. Others are still currently balancing home or work commitments.

There remains a lack of available volunteers and advertised roles exceed capacity within the market. Some, who will be furloughed or redundant from paid roles may seek paid employment first, rather than focus attention to additional volunteering work. However, we remain hopeful that with recent lifting of all restrictions and a return to the office environment, we will start to see an increase and welcome new volunteers.

This coming year we plan to refresh the Volunteering Scheme, to increase our student placements and University connections and maintain our successful level of ongoing therapy placements.

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IV. Achievements and Performance

Our achievements in 2020/21 are all the more remarkable when you consider that they were accomplished in a global pandemic, when social restrictions meant a complete re-think on how we could continue to deliver our vital services to those that need them. We couldn't be more proud of our entire PACT team. The Board of Trustees remain sincerely grateful to our staff, volunteers, supporters, and our funders for their support during a year like no other.

Jan Fishwick OBE retired as CEO at the end of March 2021 after serving for over 13 years. On behalf of the Board, staff, and volunteers I would like to thank Jan for her commitment to PACT and the children's sector as a whole and for the difference she made for so many children, families, and women.

Adoption 2020/21

PACT approved 69 adopters, a good increase on the previous year and succeeded in finding safe, stable, and loving homes for 84 children with 64 different families. The aim for the forthcoming year is to make 65 approvals and place children with 55 families. We will continue to provide our comprehensive adoption support offer, supporting the many families who have had children placed with them through PACT in previous years; we are very grateful for the dedicated hard work of our exceptional staff team, volunteers, and Panel Members. On the impending retirement of the CEO, the Service Director took over the role of Agency Decision Maker in March 2021 and will be the responsible Individual from April 2021.

The Adoption Service has a comprehensive Quality Assurance programme which indicates that the standard of our work remains high with timely outcomes and consistent management oversight.

The management team carries out quarterly themed management audits and face to face interviews to ensure standards of work are maintained and changes made as needed. Annual reports on the quality of the work of the adoption service and adoption panel are presented to the Board of Trustees. The agency management ensures that our work is consistent with Adoption Regulations and the Adoption National Minimum Standards.

The year to March 2021 saw PACT experience some significant challenges with the introduction of the restrictions due to Coronavirus Pandemic at the end of the 2019/20 financial year. Staff quickly adapted to the new way of working online without any delay in service provision which was an amazing achievement. The strength and experience of our staff team has been evidenced in how well they have managed, despite these challenges. The organisation embraced completely new ways of working, mobilising our entire workforce online, and identifying digital solutions to ensure we continued to operate efficiently and effectively. We have successfully developed our training to run virtually alongside our information evenings. As well as our well-established online support The Adopter Hub, a comprehensive programme of adoption support was made available virtually and online, for families to access as and when needed. These new approaches to our service delivery have identified some excellent new ways of working and made our services more accessible and as such will be incorporated into our new "business as usual".

The sufficiency gap with some children waiting longer has continued as there are fewer adopters available to enable good matches to be made with these children. However, the RAAs and VAAs have managed to recruit higher numbers of adopters during the year therefore PACT has refocused its recruitment plans to recruit adopters for older children and sibling groups, those who still wait the longest. VAAs will recruit adopters from a wider area and for a greater number of children thus matching regionally over a wider geographical area rather than locally.

PACT has a comprehensive training offer for adopters both pre and post placement. A review of training highlighted that feedback from adopters, friends, and family of adopters and from PACT staff was very positive and the standard remained high as we transitioned into and maintained delivery online.

- 'This was an incredible course. The trainer was a brilliant facilitator and given that it was on zoom, you have made it as interactive as possible'.
- 'The trainers were excellent; the fellow adopters were great, and the overall course programme was well thought out. Well done and thank you'.
- 'Fantastic training today. Such a good opportunity to meet people at this stage. Thank you for making it work remotely'.

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Regional Adoption Agencies

The stated purpose of Regionalisation is to speed up matching, improve adopter recruitment and reduce costs. PACT, along with colleagues in the CVAA (Consortium of Voluntary Adoption Agencies) continues to lobby hard for the need for a vibrant VAA sector to continue in order to maximise choice and best outcomes for children. The Regionalisation of Adoption agenda through the Regional Adoption Agency programme has continued to make progress, with all but 5 Local Authorities now part of an RAA. PACT has continued to generate good relationships with these new organisations to ensure PACT is able to continue to provide choice for children with their adopters.

Partnerships

PACT has continued to invest in partnership working, nurturing existing partnerships and developing new opportunities for collaborative working. PACT is part of the What Works for Children's Social Care "Practice in Need of Evidence" programme for the Adopter Hub, as well as embarking on a number of academic research studies with the University of Reading.

The Service Director continues to lead the partnership working with Home for Good, developing close contacts with them. We saw some excellent referrals from this partnership, creating wonderful homes for adopted children.

The Service Director chairs the Adopt Thames Valley RAA Governance Board and sits on the South East Partnership Board. The CEO is a member of the Adopt South Governance Board, the London Adoption and Special Guardianship Leadership Board and the Adopt Thames Valley RAA Board. The Service Director also works closely with the five London RAAs. We have continued to do business with Local Authorities and RAAs on a 'spot purchase' agreement whilst taking part in discussions about the role PACT might play longer term in the new RAAs.

PACT continues to be an active member of the Consortium for Voluntary Adoption Agencies.

Adoption Support

PACT is continuing to fundraise to build our comprehensive Adoption Support Services, ensuring that PACT's adopters and their families can be supported according to their need. All families receive support from their placing social worker and are invited to ongoing training events, Family Fun Days, and support groups for adopters as well as a varied programme of carefully planned and delivered virtual therapeutic activity events for children and their adopters. PACT families are also all offered a log in to PACT's successful online support service, The Adopter Hub.

The Strengthening Families Team (therapeutically trained social workers) support families where additional help is needed. From April 2020 – March 2021 the team worked with a total of 116 families, a slight increase compared to 110 the previous year. The team takes in the referrals that are more complex than those which are passed into the Adopter Champion service as the families are usually in a greater state of need or crisis. There may be some added complexities such as safeguarding/child protection issues, urgent need for therapy services and/or be at greater risk of placement breakdown. The SFT work to provide families with therapeutic coping strategies for families and their work is informed by attachment theory to also help adopters to understand more about the impact of early trauma for their child/ren. The team also often work with adopters who are experiencing some adoption specific difficulties such as post placement depression or secondary trauma for example. The team can provide one off planned consultations and/or targeted blocks of therapeutic support sessions depending on each family's individual needs.

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PACT's Adopter Champions service is made up of adopters who are experts by experience and help with delivering training, providing telephone support and who also answer queries on the Adopter Hub. From April 2020 – March 2021 the Adopter Champion team received a total of 92 referrals, which was a slight decrease compared to 120 from the previous year. The decrease in numbers was largely due to the new Reading SFT therapeutic social worker picking up a number of the referrals which had previously gone directly over to the Adopter Champions whilst there was staff shortage in the SFT. Key themes over the year have included: coping strategies for families, helping to reduce children's/parents' fears, helping adopters to manage challenging behaviours including aggression, the impact of early trauma and helping to support around their child's resultant attachment difficulties. The Adopter Champion Service worked in partnership with Reading University to evaluate the effectiveness of their work with questionnaires and interviews with adoptive families taking place during the Summer 2020.

The FACTS (Families and Children Therapeutic Service) continued to ensure that all PACT's adopters can access a wide range of therapeutic support services as soon as there are indicators of need. April 2020 – March 2021 saw the service support a total of 99 families/123 children. Some families were seeking clinical psychology assessments/multi-disciplinary assessments, whilst others were looking for therapy packages such as therapeutic parenting support and/or direct therapy work with the child/ren.

Demand for our Specialist Education Service has grown, and we have secured funding for this service into 2021/22. Demand for this service is growing and families are benefitting greatly from tailored support, ensuring that adopted children enjoy, achieve, and thrive within their educational setting and reach their full educational potential. During 2020 - 2021 the Education Service supported 61 families and 75 children. In terms of the ages of children referred, a pattern emerged of families with children in the lower end of primary school seeking support. The common themes and reasons for referrals continue to be focused around children's behaviour and the schools' understanding of this and how to manage and support the children and their families, as well as providing training and support for schools.

The Adopter Hub

The year 2020/21 was a period of unprecedented growth for The Adopter Hub. The pandemic and the associated social restrictions provided an opportunity for The Hub to be seen as the incredibly useful and versatile tool it is.

At the end of March 2020, we had nine partner agencies and just over 1,300 users. At the end of 20/21 there were 29 partners and almost 4,000 users. Figures that have more than trebled in 12 months.

The number of webinars (the most used section of the site) was 36 during the year, compared to a target of 12. The monthly programme increased in frequency to weekly for a period as there was more demand for online adoption support. Frequency has now settled to fortnightly, and we intend to continue this as well as adding in a programme of podcasts.

Some of the new partners signed up to the Hub in 20/21 also include Virtual Schools, Local Authorities supporting Special Guardians and a joint project is underway with the Intercountry Adoption Centre to offer support to adopters adopting from overseas, as well as developing bespoke materials for foster carers.

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Communities - Alana House and Bounce Back 4 Kids

Communities' services continued throughout 2020/21 despite the challenges posed by Covid-19. During Q1, the first Covid-19 related national lockdown, all services swiftly moved to being delivered online to keep staff and service users safe. The team used various methods to work with services users including telephone calls, texts, WhatsApp (video and messaging) and Zoom dependant on the preference of the service user. Our beneficiaries had mixed responses to using technology, some were eager and found it fitted well with other commitments such as childcare and work (which were often challenged by school closures) whilst others either lacked the knowledge to use technology or didn't have access to a smartphone, computer, or Wi-Fi, highlighting significant digital poverty. Later in the year we worked closely with our IT department to start re-commissioning older PACT laptops and gave these to service users in need. As we move out of Covid-19 restrictions we aim to retain some online services where this is evidenced to effectively meet service users' needs (e.g., more women have consistently engaged in online counselling sessions when compared to face to face sessions that were held pre-Covid) but we are aware most women and families require face to face support in order to build safe and trusting relationships with the aim of providing trauma informed support.

The predominant needs presented by service users from both Alana House and Bounce Back 4 Kids (BB4K) were mental health and domestic abuse. This is unsurprising given that the pandemic restricted people's movement and access to regular support networks which often resulted in a deterioration of mental health. Nationally we are aware that cases of domestic abuse have risen, and this is particularly evident in our referral numbers for BB4K.

Following the end of the first lockdown the frontline team offered some face-to-face support (whilst still offering remote support for some) for the remainder of the year. Once restrictions eased in the summer of 2020 some service users were prioritised for face-to-face support including children needing support from BB4K (including play therapy) and women unable to engage remotely at Alana House. The team have remained flexible in meeting the needs of our beneficiaries with the team delivering services outside (fitness in the park for example) or doorstep food parcels for women and families in need. Alana House re-opened in Q2 for some indoor support following Covid secure guidelines and completing robust risk assessments.

PACT's Head of Communities strengthened and developed relationships with both statutory and non-statutory strategic partners in the Thames Valley. We continue to have a presence at Community Safety Partnerships, The Women's Regional Reducing Re-Offending strategy group, Domestic Abuse Strategy Boards as well as working closely with Local Authority Adult and Children's Social Services such as Brighter Futures for Children in Reading, the Ministry of Justice and key voluntary sector national bodies such as CLINKS and the Howard League for Penal Reform.

This networking resulted in securing a range of statutory funding for 2020/21, including Female Offender Strategy funding from MoJ for Alana House; Domestic Abuse Covid-19 response funding from MoJ (through the Office of the Police Crime Commissioner) for both projects and Brighter Futures for Children funding for both BB4K and Alana House.

Our partnership working and funding from Reading Police for our Enrich work at Alana House continued. During 2020/21 we piloted an 'Out of Court Diversion' scheme with Thames Valley Police which enables women to be given a community disposal (which results in them being supported by Alana House) rather than a court summons. Following successes evidenced by this small pilot, further funding has been secured for 2021/22 which will enable women across Berkshire being able to access this support.

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Alana House

- 160 new referrals received in 2020/21. 88% of these were for women living in Reading
- Children's Services largest referrer (in line with funding)
- 14% of referrals came from criminal justice partners (e.g., Thames Valley Police, Elizabeth Fry Approved Premises, Liaison and Diversion and the National Probation Service)
- 140 women accessed support throughout the year
- All funded related KPIs met or exceeded
- Funding secured from over 23 sources
- Groupwork included a Healing Trauma course (face to face); photography course and online exhibition; job skills and parenting courses
- Events included an online International Women's Day celebration at Reading Minster and production of an Alana House cookbook with recipes, art and creative writing contributions from services users, staff, and supporters
- Service users reported feeling supported:
100% of service users responded that they knew how to contact Alana House if they needed support and
100% of service users reported that they had been able to speak to a support worker when they needed to.

Bounce Back 4 Kids

- 56 children and 57 parents directly received support (this represents 67 families)
- Service received 113 referrals (a 45% increase from previous year) with majority of referrals for families in West Berkshire (48), Reading (40) and Oxfordshire (23)
- Three BB4K group programmes delivered face to face
- 20 parents engaged in Zoom workshops
- 10 children engaged in play therapy sessions
- Team produced wellbeing newsletters that were distributed via email to over 200 individuals (services users and referral partners) in West Berkshire, Reading and Oxfordshire
- Team set up a lending library so families could access therapeutic books often used in BB4K sessions
- Team piloted first Under 5's BB4K group
- Funding secured from over 14 sources

Fundraising, Marketing and Communications

Fundraising

Despite the challenging and uncertain circumstances, the Fundraising Team exceeded all fundraising targets for YE21, and the organisation ended the financial year exceeding targets by £146,198. This additional funding achieved over the set target amounts was spent and invested within year in the appropriate area as per any funder requirements. This included temporarily extending/ expanding certain projects/ service areas, reaching more beneficiaries, and ensuring full cost recovery for PACT's work.

YE21 fundraising totals:

Restricted:	£554,590 (2020: £487,948)
Unrestricted:	£172,496 (2020: £163,524)
Total:	£727,086 (2020: £651,472)

PACT continues to be grateful for the sustained support of the Oxford Diocesan Finance Board which made a grant of £65,200 (2020: £65,200) as well as to all of our individual supporters, Friends of PACT (regular givers), those that have undertaken fundraising events and activities throughout the year and the businesses and corporates who together raised a total of £108,018 (2020: £61,892).

We are incredibly grateful for the grants and support received from Berkshire Community Foundation, Reading Police, the Thames Valley Police and Crime Commissioner (PCC), the Ministry of Justice, Children in Need, the AKO Foundation and Garfield Weston Foundation, all of whom have given significant funding to PACT in 2020/21.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

We would also like to express our gratitude towards and acknowledge the donations received from: St James Place Charitable Foundation, The Austin and Hope Pilkington Trust, PF Charitable Trust, Doris Field Charitable Trust, Sir Jeremiah Colman Gift Trust, The Shanly Foundation, People's Postcode Lottery, The BFSS, The Pilgrim Trust, 29th May 1961 Charitable Trust, Police Property Act Fund, Sport England, The North Street Trust, St Andrews Church, Greenham Common Trust, The Peter Baker Foundation, Souter Charitable Trust, Englefield Charitable Trust, Gerald Palmer Eling Trust, GroundWorks, The National Lottery Community Fund, The Bracknell Deanery, The Brownlow Trust, The Peter Harrison Foundation, The Good Exchange, D.C.R Allen Charitable Trust, West Berkshire Community Education Fund, the Turner Court Youth Trust.

We are grateful for the flexibility of many of our funders who allowed us to divert project and core funding to provide emergency services mitigating the severe effects of the Covid 19 pandemic on our beneficiaries.

Marketing and Communications

Our targeted adopter recruitment campaigns achieved an incredible 1,340 enquiries from prospective adopters, 425 more than in 19/20. This was a trend experienced by many adoption agencies and is thought to be a reaction from people having the time to re-evaluate their lives during the pandemic. Our campaigns included targeting keyworkers, families of faith, and adopters for harder to place children. All information events were hosted online using Zoom and were attended by 909 people, an increase of a third on the previous year.

Our website visitors grew by 6% to an average of 8,057 each month, our social media followers increased by 16% in the year to 10,441 and our email subscribers increased by a third to 17,303.

Other highlights this year were a virtual service for International Women's Day, the publication of a recipe book created by women from Alana House, an online Christmas quiz event for adoptive families, Move Every Day in May and STEPtember activity challenges and the development of new or refreshed logos and branding for Alana House, BB4K and PACT.

Work began on new websites for The Adopter Hub and PACT.

V. Financial Review

PACT's plan for the financial year was to build on its 2020 position. PACT successfully negotiated the challenges presented by Covid-19 and increased the Adoption placements invoiced to a total of 63 for 88 children from the 2020 levels of 47 placements for 61 children against a target of 65 invoices for 91 children.

In a year of growth, total incoming resources for the charity increased 35% to £4,260,154 (2020: £3,152,211).

Income for continuing adoption work increased by 30% to £3,273,326 from £2,509,449.

PACT is grateful to the Department for Education for its support received during the year of £250,000 for PACT's continuing work with Adoption.

Communities' income rose 10% to £408,777 (2020: £370,749) following the finalisation of the Building Family Bridges (BFB) project (income £23,544) and the commencement of the Sport England project (income £31,055) and The Ministry of Justice projects (income £105,174).

PACT's total expenditure increased by 7% over the prior year, to £3,777,744 (2020: £3,564,537). The costs to run the adoption service was steady at £2,962,438 (2020: £2,858,195) including grant related activities. Communities' costs rose 3% to £494,561 (2020: £480,811) which included a response to the new Ministry of Justice and Sport England projects.

An operating surplus before pension provisions of £490,966 arose (2020: loss £413,670). Staff costs accounted for 70% of total expenditure (2020: 69%).

The operational surplus was offset by a decreased valuation of the PACT share of the Local Government Pension Scheme ("LGPS"). The scheme deficit, calculated in accordance with Charities SORP (FRS 102), increased by £1,405,000 to £3,628,000 from £2,223,000 (2020: decreased by £397,000).

Net assets before the pension provision stood at £1,838,452 (2020: £1,304,261) and £179,253 (2020: £336,400) after the pension scheme provision.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Operating & Investment Restrictions

The company may not undertake any permanent trading activities in raising funds for its primary charitable objects.

The company may invest monies "not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such condition (if any) and such consents (if any) as may for the time being be imposed or required by law" (Paragraph J of the Memorandum of Association).

Currently all liquid investments are held in Deposit Accounts or Common Investment Funds with CCLA, who have clearly defined ethical investment policies.

Reserves Policy

Reserves or "Free reserves" are defined as unrestricted funds available for spending and are therefore calculated by taking the total unrestricted funds of a charity and deducting any balances not available for spending (such as assets, investments, and designated funds).

The actual level of reserves is monitored regularly; the accounts presented as part of the Board Pack for Trustee meetings include a reserves statement.

The "sufficient level of reserves" is the costs for completing current adoption activity in any given year to enable an effective wind down of service. The related costs would include redundancy costs, CEO and Service Director salaries for 6 months as well as a further 50%, and the trustees are satisfied that this is the case.

In setting policy, the trustees have considered various requirements, namely:

- That a sufficient level of reserves is required by law to ensure that any current adoption activity can be completed should the charity be unable to continue to operate.
- That, as part of their inspection procedure, Ofsted require the charity to demonstrate that certified annual accounts indicate that the adoption service is financially viable and is likely to have sufficient funding to continue to fulfil its Statement of Purpose for the next 12 months (Adoption National Minimum Standard 20).
- That the charity is obliged to undertake an external annual audit of finances and accounts and that the Auditors produce an annual audit report setting out the financial health of the organisation and confirming the charity is a going concern for the next 12 months.
- The value of Unrestricted funds was £2,990,525 (2020: £2,027,071) of which £1,968,801 (2020: £1,255,139) represents Fixed Assets for operational use. Therefore, the free reserves were £1,021,724 (2020: £771,932).

It is noted that the pension provision for the Local Government Pension Scheme at 31st March 2021 was £3,628,000 (2020: £2,223,333) and this could be considered to reduce the free reserves. However, this provision has been calculated according to International Accounting Standard 19 and the Trustees consider this will not crystallise within the foreseeable future. The cash repayment requirement during the next 12 months is £17,120 (2020: £16,520) and is therefore considered to have a minimal effect on the free reserves figure.

VI. Plans for future periods

Adoption

PACT plans to continue responding to the ongoing challenges in the adoption landscape and the demand for families by deepening its focus on finding parents for the hardest to place children who traditionally wait the longest, including via Fostering for Adoption placements and further developing our Finding Families Together targeted recruitment service. This goes hand in hand with the development of our Adoption Support offer, incorporating our online service, The Adopter Hub, Adopter Champions mentoring support, Education support, Strengthening Families Team and FACTS service, all of which provide much needed additional support for our placements, all under the continuing aspiration of maintaining the quality of our Outstanding Ofsted judgement. We will continue to invest time and expertise into the Regionalised Adoption Agency programme to ensure that the best outcomes for children are aligned with a strong and sustainable future for the VAA sector and for PACT in particular.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Communities

The priorities for **Alana House**, in addition to 'business as usual' are:

- Enhancing our Criminal Justice System work through partnerships – this has resulted in PACT working in partnership with Advance Charity in 2021 to provide rehabilitation support for women as they leave custody or in the community under the supervision of the National Probation Service
- Sustaining and developing partnerships with statutory services – this includes strengthening our work with Thames Valley Police to widen and grow the Out of Court Disposals scheme
- Reviewing the structure, delivery models and priorities of Alana House service delivery post Covid-19, responding to service user need – this may mean some services, such as counselling sessions, continue to be offered remotely
- Evaluating the need for support for women with no recourse for public funds – a small but growing minority of women have this status
- Evaluating the need for women who are at risk of / have had previous birth removals
- Providing opportunities for women at the Alana House Community Café – we were unable to open the café during 2020/21 due to Covid-19 restrictions but have commenced café sessions in Q1 2021/22
- Embedding engagement of women with lived experiences in the delivery and development of services – following robust processes and procedures implemented in 2020/21 we have secured our first volunteer with lived experience. She is a previous Alana House service user with experience of the criminal justice system

The priorities for **BB4K**, in addition to 'business as usual' are:

- Developing a sustainable business model for BB4K
- Exploring digital service delivery options for BB4K
- Expanding the range of BB4K services based on gaps in current provision – the team have grown the service offer during 2020/21 to respond to needs. With the sustained increase in demand for services to support victims of domestic abuse we have completed a needs assessment in relation to gaps in provision across the Thames Valley
- Embedding engagement of women and families with lived experiences in the delivery and development of services
- Sustain and develop partnerships with statutory agencies

Responsibilities of the Trustees/Directors in relation to the financial statements

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including the income and expenditure, of the company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities Statement of Recommended Practice (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 charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

In so far as the trustees are aware:


- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

A resolution will be proposed at the Annual General Meeting that James Cowper LLP be re-appointed as auditors for the 2021-22 financial period.

This report has been prepared in accordance with the Special provisions of Part 15 of the Companies Act 2006 relating to small companies, and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by order of the members of the board of Trustees and signed on their behalf by:



Wes Cuell 21 Dec 2021 12:44:59 GMT (UTC +0)

Mr W. Cuell

(Chair of Trustees)

Date: 21 December 2021

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED**

Opinion

We have audited the financial statements of Oxford Diocesan council for Social Work Incorporated (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of 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 March 2021 and of its incoming resources and application of resources, including 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 Charities Act 2011.

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 United Kingdom, including the Financial Reporting Council'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.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' 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.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED (CONTINUED)**

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. 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 course of 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED (CONTINUED)**

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance around actual and potential litigation and claims;
- Enquiry of management and those charged with governance to identify any material instances of noncompliance with laws and regulations;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work to address the risk of irregularities due to management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for evidence of bias.

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.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED (CONTINUED)**

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Alexander Peal BSc(Hons) FCA DChA (Senior statutory auditor)

for and on behalf of
James Cowper Kreston
Chartered Accountants and Statutory Auditor
Reading Bridge House
George Street
Reading
Berkshire
RG1 8LS

Date: 22 December 2021

James Cowper Kreston are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:						
Donations and legacies	3	172,496	250,000	-	422,496	147,779
Charitable activities		3,273,326	554,590	-	3,827,916	2,982,486
Other trading activities	5	6,683	-	-	6,683	16,495
Investments	6	3,059	-	-	3,059	5,451
Total income		3,455,564	804,590	-	4,260,154	3,152,211
Expenditure on:						
Raising funds	7	131,052	-	-	131,052	118,684
Charitable activities	8	2,623,113	1,023,579	-	3,646,692	3,445,853
Total expenditure		2,754,165	1,023,579	-	3,777,744	3,564,537
Net gains/(losses) on investments		-	-	8,556	8,556	(1,344)
Net income/(expenditure)		701,399	(218,989)	8,556	490,966	(413,670)
Transfers between funds	18	(212,390)	218,989	(6,599)	-	-
Net movement in funds before other recognised gains/(losses)		489,009	-	1,957	490,966	(413,670)
Other recognised gains/(losses):						
Gains on revaluation of fixed assets		391,575	-	282,312	673,887	-
Actuarial (losses)/gains on defined benefit pension schemes	25	(1,322,000)	-	-	(1,322,000)	529,000
Net movement in funds		(441,416)	-	284,269	(157,147)	115,330

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total funds 2021 £	Total funds 2020 £
Reconciliation of funds:					
Total funds brought forward	(196,059)	-	532,459	336,400	221,070
Net movement in funds	(441,416)	-	284,269	(157,147)	115,330
Total funds carried forward	(637,475)	-	816,728	179,253	336,400

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 26 to 49 form part of these financial statements.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED

(A company limited by guarantee)

REGISTERED NUMBER: 01636098

**BALANCE SHEET
AS AT 31 MARCH 2021**

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	1,918,912	1,213,806
Investments	14	49,889	41,333
		<u>1,968,801</u>	<u>1,255,139</u>
Current assets			
Stocks	15	580,245	589,372
Debtors	16	392,919	623,918
Cash at bank and in hand		1,629,419	657,303
		<u>2,602,583</u>	<u>1,870,593</u>
Creditors: amounts falling due within one year	17	(764,131)	(566,332)
		<u>1,838,452</u>	<u>1,304,261</u>
Net current assets		1,838,452	1,304,261
Defined benefit pension scheme liability	25	(3,628,000)	(2,223,000)
		<u>179,253</u>	<u>336,400</u>
Total net assets		179,253	336,400
Charity funds			
Endowment funds	18	816,728	532,459
Restricted funds		-	-
		<u>-</u>	<u>-</u>
Total restricted funds	18	-	-
Unrestricted funds			
Designated funds	18	266,822	235,605
General funds	18	1,835,385	1,294,593
Revaluation reserve		888,318	496,743
		<u>2,990,525</u>	<u>2,026,941</u>
Unrestricted funds excluding pension asset	18	2,990,525	2,026,941
Pension reserve	18	(3,628,000)	(2,223,000)
		<u>(637,475)</u>	<u>(196,059)</u>
Total unrestricted funds	18	(637,475)	(196,059)
		<u>179,253</u>	<u>336,400</u>
Total funds		179,253	336,400

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)
REGISTERED NUMBER: 01636098

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Wes Cuell 21 Dec 2021 12:44:59 GMT (UTC +0)

.....
Mr W. Cuell
Chair of Trustees
Date: 21 December 2021

The notes on pages 26 to 49 form part of these financial statements.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash used in operating activities	21	1,051,176	(390,379)
Cash flows from investing activities			
Purchase of tangible fixed assets		(82,119)	(20,756)
Interest received		3,059	5,451
Net cash used in investing activities		(79,060)	(15,305)
Cash flows from financing activities			
Change in cash and cash equivalents in the year		972,116	(405,684)
Cash and cash equivalents at the beginning of the year		657,303	1,062,987
Cash and cash equivalents at the end of the year	22	1,629,419	657,303

The notes on pages 26 to 49 form part of these financial statements

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Oxford Diocesan council for Social Work Incorporated 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1.

1.3 Going concern

The trustees have considered the impact of the global Covid-19 pandemic on the ability of the company to continue trading for the foreseeable future. This review has included considering the impact of the pandemic to the date of signing the financial statements and updating financial projections in respect of income and the company's supply chain. Based on this review and taken together with existing financing facilities the trustees believe that the financial statements have been prepared appropriately on the going concern basis.

1.4 Income

Voluntary income

Income from donations, grants of a core funding or general nature, and legacies, are included in incoming resources when these are receivable, there is entitlement, probability of receipt and the amount can be measured with sufficient reliability.

Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the company has unconditional entitlement.

When donors specify that donations are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

1.5 Volunteers

The value of services provided by volunteers is not incorporated into these financial statements, as this is not quantifiable.

1.6 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. Accounting policies (continued)

1.7 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Resources expended are accounted for on an accruals basis. The irrecoverable element of V.A.T. is included within the item of expense to which it relates.

- costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities which raise funds.
- charitable activities includes expenditure associated with the provision of adoption & fostering services, and with a range of community projects, and includes both direct costs and support costs relating to these activities.
- governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with constitutional and statutory requirements.
- where possible costs have been charged directly to the project or cost heading concerned. Support costs have been apportioned to charitable activities on the basis of estimated use of those resources in support of those activities.

1.8 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

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1. Accounting policies (continued)

1.8 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Freehold land	- nil
Freehold buildings	- Over 50 years
Building improvements	- Over 50 years
IT equipment	- Over 3 years
Office equipment and furniture & fixtures	- Over 4 years
Partitioning and other internal building work	- Over 7 years

The value of the freehold office buildings at 2 and 7 Southern Court, South Street, Reading, were assessed by the trustees as being split into 35% for the land and 65% for the building.

1.9 Revaluation of tangible fixed assets

The company has adopted the revaluation model to revalue items of property whose fair value can be measured reliably. The revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.

The fair value of land and buildings is usually determined from market-based evidence by appraisal that is normally undertaken by professionally qualified valuers.

1.10 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

1.11 Interest Receivable

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

1.12 Work in progress

Work done in approving and matching prospective adopters is recognised at the lower of cost and net realisable value. Consideration is given to the likelihood of a placement not being forthcoming and provision is made accordingly.

1.13 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

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1. Accounting policies (continued)

1.14 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.15 Liabilities and Provisions

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

1.16 Pensions

The financial statements take account of the share of the underlying deficit in the Royal County of Berkshire Pension Scheme, in accordance with the Charities SORP (FRS 102). This is shown as a liability in the balance sheet and is represented by the pensions reserve.

The current service cost, expected return on pension scheme assets, interest on pension scheme liabilities and loss/(gain) on curtailments & settlements are within the "expenditure" and "other gains and losses" sections of the financial statements. Actuarial gains and losses are recognised in the gain and losses section of the SOFA. More details are included in note 25 to these accounts.

1.17 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

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2. Judgements in applying accounting policies and key sources of estimation uncertainty

The preparation of the financial statements requires the charity to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for income and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates. The following judgements and estimates have had the most significant effect on amounts recognised in the financial statements.

Critical accounting estimates and assumptions:

Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values may vary depending on a number of factors.

Accrued expenses

Accrued expenses are estimated by the charity based upon past experience, with knowledge of known issues at the balance sheet date, and management information available after the balance sheet date, in respect of matters for which the charity is confident there will be an outflow of economic benefit.

Retirement benefits

Various assumptions are made in reporting the performance of the charity's share of the pension scheme. A valuation is carried out for reporting purposes by a qualified independent actuary. The principal actuarial assumptions made are disclosed in note 25.

Allocation of expenditure

Where expenditure is not directly attributable to activity categories or funds, costs are apportioned on the basis of staff numbers or by reference to the proportion of resources utilised.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	102,726	-	102,726	82,579
Grants	65,200	-	65,200	65,200
Government grants	4,570	250,000	254,570	-
	<u>172,496</u>	<u>250,000</u>	<u>422,496</u>	<u>147,779</u>

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4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Funding for Alana House	-	408,778	408,778	370,749
Children in Need Grant	-	-	-	36,336
Other Grants	-	145,812	145,812	65,952
	-	554,590	554,590	473,037
Inter-agency placement fees	2,544,509	-	2,544,509	2,090,601
Other fees	728,817	-	728,817	418,848
	3,273,326	-	3,273,326	2,509,449
	3,273,326	554,590	3,827,916	2,982,486

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Other fundraising income	6,683	6,683	16,495
	6,683	6,683	16,495

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Dividends and interest	3,059	3,059	5,451
	3,059	3,059	5,451

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7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Other fundraising costs	43,858	43,858	48,185
Fundraising staff costs - gross wages	77,651	77,651	62,723
Fundraising staff costs - NI	5,492	5,492	4,403
Fundraising staff costs - pension	4,051	4,051	3,373
	<u>131,052</u>	<u>131,052</u>	<u>118,684</u>

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total funds 2021 £	Total funds 2020 £
Adoption	2,433,420	529,018	-	2,962,438	2,858,195
Community projects	-	494,561	-	494,561	480,811
Governance costs	189,693	-	-	189,693	106,847
	<u>2,623,113</u>	<u>1,023,579</u>	<u>-</u>	<u>3,646,692</u>	<u>3,445,853</u>

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9. Analysis of expenditure by activities

	Direct costs 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Adoption	2,046,855	915,583	2,962,438	2,858,195
Community projects	356,221	138,340	494,561	480,811
Governance costs	68,794	120,899	189,693	106,847
	<u>2,471,870</u>	<u>1,174,822</u>	<u>3,646,692</u>	<u>3,445,853</u>

Analysis of support costs

	Adoption 2021 £	Community projects 2021 £	Governance costs 2021 £	Total funds 2021 £	Total funds 2020 £
Finance, personnel & reception costs	219,321	33,138	19,105	271,564	234,791
Marketing and fundraising	120,838	18,258	4,977	144,073	162,105
Chief executives office	199,914	30,206	66,959	297,079	275,552
IT, operations and facilities	375,510	56,738	15,466	447,714	376,112
Audit fees	-	-	12,340	12,340	7,236
AGM and executive council costs	-	-	1,078	1,078	1,016
Bank charges	-	-	974	974	1,296
	<u>915,583</u>	<u>138,340</u>	<u>120,899</u>	<u>1,174,822</u>	<u>1,058,108</u>

10. Auditor's remuneration

	2021 £	2020 £
Fees payable to the Company's auditor for the audit of the Company's annual accounts	<u>9,700</u>	<u>9,200</u>

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11. Staff costs

	2021 £	2020 £
Wages and salaries	2,214,189	2,044,916
Social security costs	210,393	187,550
Contribution to defined contribution pension schemes	96,895	81,404
Contribution to defined benefit pension schemes	125,000	155,000
	<u>2,646,477</u>	<u>2,468,870</u>

The average number of persons employed by the Company during the year was as follows:

	2021 No.	2020 No.
Full time	31	31
Part time	48	45
	<u>79</u>	<u>76</u>
Adoption & Fostering	45	45
Community projects	12	13
Support services	22	18
	<u>79</u>	<u>76</u>

The average headcount expressed as full-time equivalents was:

	2021 No.	2020 No.
Full time	31	31
Part time	28	26
	<u>59</u>	<u>57</u>
Adoption & Fostering	34	33
Community projects	8	9
Support services	16	15
	<u>59</u>	<u>57</u>

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11. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021	2020
	No.	No.
In the band £60,001 - £70,000	1	2
In the band £70,001 - £80,000	1	1
In the band £80,001 - £90,000	1	-
In the band £90,001 - £100,000	1	-

Key management personnel

The directors received no remuneration or emoluments for the year end 31 March 2021 or for the year end 31 March 2020.

Travel expenses totalling £nil (2020: £186 for 2 directors) were reimbursed in the year.

The charity considers its key management personnel to be the directors and the Strategic Leadership Team (SLT). The SLT consists of the Chief Executive Officer, the Head of Finance, the Business Development Director, the Head of Adoption, the Head of HR and the Head of Marketing and Fund-raising. The total employment benefits, including employer pension and national insurance contributions, were £552,991 (2020: £481,599).

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

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NOTES TO THE FINANCIAL STATEMENTS
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13. Tangible fixed assets

	Freehold property £	Building improvements £	IT equipment £	Office equipment/ furniture & fixtures £	Website £	Total £
Cost or valuation						
At 1 April 2020	1,200,000	23,585	188,513	12,778	43,626	1,468,502
Additions	-	-	47,571	-	34,548	82,119
Disposals	-	(23,585)	-	-	-	(23,585)
Revaluations	625,000	-	-	-	-	625,000
At 31 March 2021	<u>1,825,000</u>	<u>-</u>	<u>236,084</u>	<u>12,778</u>	<u>78,174</u>	<u>2,152,036</u>
Depreciation						
At 1 April 2020	46,200	7,303	145,282	12,285	43,626	254,696
Charge for the year	15,600	3,369	31,493	438	-	50,900
On disposals	-	(10,672)	-	-	-	(10,672)
On revalued assets	(61,800)	-	-	-	-	(61,800)
At 31 March 2021	<u>-</u>	<u>-</u>	<u>176,775</u>	<u>12,723</u>	<u>43,626</u>	<u>233,124</u>
Net book value						
At 31 March 2021	<u>1,825,000</u>	<u>-</u>	<u>59,309</u>	<u>55</u>	<u>34,548</u>	<u>1,918,912</u>
At 31 March 2020	<u>1,153,800</u>	<u>16,282</u>	<u>43,231</u>	<u>493</u>	<u>-</u>	<u>1,213,806</u>

The original cost of the freehold properties was £777,000. The properties were valued as at 31 March 2021 by Haslams Surveyors LLP at £1,825,000.

The Company has adopted a policy of revaluation for tangible fixed assets. Had these assets been measured at historic cost, the carrying values would have been as follows:

	2021 £	2020 £
Freehold property	<u>588,205</u>	<u>599,501</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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14. Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 April 2020	41,333
Revaluations	8,556
	49,889
At 31 March 2021	49,889
 Net book value	
At 31 March 2021	49,889
	41,333
At 31 March 2020	41,333

15. Stocks

	2021 £	2020 £
Work in progress	580,245	589,372
	580,245	589,372

16. Debtors

	2021 £	2020 £
Trade debtors	304,699	550,455
Other debtors	9,473	35,629
Prepayments and accrued income	78,747	37,834
	392,919	623,918
	392,919	623,918

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17. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	189,994	92,151
Other taxation and social security	62,456	49,752
Other creditors	135,983	105,432
Accruals and deferred income	375,698	318,997
	<u>764,131</u>	<u>566,332</u>
	<u><u>764,131</u></u>	<u><u>566,332</u></u>
	2021 £	2020 £
Deferred income at 1 April 2020	281,991	95,853
Resources deferred during the year	2,294,131	1,001,665
Amounts released from previous periods	(2,247,109)	(815,527)
	<u>329,013</u>	<u>281,991</u>
	<u><u>329,013</u></u>	<u><u>281,991</u></u>

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NOTES TO THE FINANCIAL STATEMENTS
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18. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds						
Designated funds						
Fixed assets	235,605	-	-	31,217	-	266,822
General funds						
General funds	1,294,593	3,455,564	(2,671,165)	(243,607)	-	1,835,385
Revaluation reserve	496,743	-	-	-	391,575	888,318
Pension reserve	(2,223,000)	-	(83,000)	-	(1,322,000)	(3,628,000)
	(431,664)	3,455,564	(2,754,165)	(243,607)	(930,425)	(904,297)
Total Unrestricted funds	(196,059)	3,455,564	(2,754,165)	(212,390)	(930,425)	(637,475)
Endowment funds						
Wellesley Home Trust Property Fund						
- Original gift	9,083	-	-	-	-	9,083
- Unapplied total return	586	-	-	-	-	586
St. Mary's Home Fund						
- Original gift	28,247	-	-	-	-	28,247
- Unapplied total return	494,543	-	-	(6,599)	290,868	778,812
	532,459	-	-	(6,599)	290,868	816,728

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NOTES TO THE FINANCIAL STATEMENTS
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18. Statement of funds (continued)

Restricted funds

Alana House Reading	-	282,745	(298,826)	16,081	-	-
Strengthening Families	-	145,812	(322,795)	176,983	-	-
Bounce Back for Kids	-	102,489	(112,845)	10,356	-	-
Alana BFB	-	23,544	(39,113)	15,569	-	-
DfE Covid-19 grant	-	250,000	(250,000)	-	-	-
	-	804,590	(1,023,579)	218,989	-	-
Total of funds	336,400	4,260,154	(3,777,744)	-	(639,557)	179,253

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NOTES TO THE FINANCIAL STATEMENTS
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18. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
Unrestricted funds						
Designated funds						
Fixed assets	246,406	-	-	(10,801)	-	235,605
General funds						
General funds	1,550,530	2,664,263	(2,668,856)	(251,344)	-	1,294,593
Revaluation reserve	496,743	-	-	-	-	496,743
Pension reserve	(2,620,000)	-	(132,000)	-	529,000	(2,223,000)
	(572,727)	2,664,263	(2,800,856)	(251,344)	529,000	(431,664)
Total Unrestricted funds	(326,321)	2,664,263	(2,800,856)	(262,145)	529,000	(196,059)
Endowment funds						
Wellesley Home Trust Property Fund						
- Original gift	9,083	-	-	-	-	9,083
- Unapplied total return	586	-	-	-	-	586
St. Mary's Home Fund						
- Original gift	28,247	-	-	-	-	28,247
- Unapplied total return	509,475	-	(6,599)	(6,989)	(1,344)	494,543
	547,391	-	(6,599)	(6,989)	(1,344)	532,459

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18. Statement of funds (continued)

**Restricted
funds**

Alana House Reading	-	246,013	(281,589)	35,576	-	-
Strengthening Families	-	100,949	(282,870)	181,921	-	-
Bounce Back for Kids	-	41,786	(92,356)	50,570	-	-
Alana BFB	-	82,950	(100,267)	17,317	-	-
The Adopter Hub	-	16,250	-	(16,250)	-	-
	-	487,948	(757,082)	269,134	-	-
Total of funds	221,070	3,152,211	(3,564,537)	-	527,656	336,400

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18. Statement of funds (continued)

Unrestricted funds - designated

These are unrestricted funds which the trustees have decided should be used for particular purposes: The trustees agreed that the net value of unrestricted fixed assets held in the general fund should be transferred to a designated fixed assets fund, to provide a better understanding of the charity's unrestricted reserves. This excludes any assets held by restricted funds but includes assets financed by long term loans.

Unrestricted funds - general

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. The general fund represents the net free assets of the company.

Endowment funds

A permanent endowment is a capital fund where there is no power to convert the capital into income, i.e. the capital must be held indefinitely. An order was granted by the Charity Commission in 2002 permitting the trustees to adopt a total return approach to the investment of the above two endowment funds. This order permits the application of the unapplied total return to the charitable purposes of the charity.

Wellesley Home Trust Property Fund is a permanent trust set up under a Charity Commission scheme in 1978 from the general assets of the Wellesley Home following closure. The fund's assets are shares in a J.P.Morgan Unit Trust.

The capital in the St Mary's Home fund may be applied in or towards the provision of land and buildings for the support of women and girls at risk.

Restricted funds

Restricted funds are funds which may only be used in ways that are restricted by the terms under which they were received:

- Alana House is a project which supports women who have been, or who at risk of being, involved with the Criminal Justice System. It has activities based in Reading and Newbury
- Strengthening Families relates to support work carried out by PACT over and above the requirements of Inter Agency Fee, and includes support and assistance given to families and children via the dedicated Strengthening Families Team. PACT is in receipt of a grant from Children In Need to help support the funding of the team in this area.
- Bounce Back for Kids is a fund created to support our work with children affected by domestic violence;
- Alana BFB fund relates to development stage work on the Building Family Bridges ("BFB") project accessing the Big Lottery Fund and European Social Fund via WEA (Workers' Educational Association).

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**NOTES TO THE FINANCIAL STATEMENTS
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19. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Designated funds	235,605	-	-	31,217	-	266,822
General funds	(431,664)	3,455,564	(2,754,165)	(243,607)	(930,425)	(904,297)
Endowment funds	532,459	-	-	(6,599)	290,868	816,728
Restricted funds	-	804,590	(1,023,579)	218,989	-	-
	<u>336,400</u>	<u>4,260,154</u>	<u>(3,777,744)</u>	<u>-</u>	<u>(639,557)</u>	<u>179,253</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
Designated funds	246,406	-	-	(10,801)	-	235,605
General funds	(572,727)	2,664,263	(2,800,856)	(251,344)	529,000	(431,664)
Endowment funds	547,391	-	(6,599)	(6,989)	(1,344)	532,459
Restricted funds	-	487,948	(757,082)	269,134	-	-
	<u>221,070</u>	<u>3,152,211</u>	<u>(3,564,537)</u>	<u>-</u>	<u>527,656</u>	<u>336,400</u>

20. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Endowment funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,140,100	778,812	1,918,912
Fixed asset investments	21,642	28,247	49,889
Current assets	2,592,914	9,669	2,602,583
Creditors due within one year	(764,131)	-	(764,131)
Provisions for liabilities and charges	(3,628,000)	-	(3,628,000)
Total	<u>(637,475)</u>	<u>816,728</u>	<u>179,253</u>

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20. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Endowment funds 2020 £	Total funds 2020 £
Tangible fixed assets	732,349	481,457	1,213,806
Fixed asset investments	-	41,333	41,333
Current assets	1,860,924	9,669	1,870,593
Creditors due within one year	(566,332)	-	(566,332)
Provisions for liabilities and charges	(2,223,000)	-	(2,223,000)
Total	<u>(196,059)</u>	<u>532,459</u>	<u>336,400</u>

21. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	<u>490,966</u>	<u>(413,670)</u>
Adjustments for:		
Depreciation charges	50,900	45,009
Gains/(losses) on investments	(8,556)	1,344
Interest received	(3,059)	(5,451)
(Increase)/decrease in work in progress	9,127	(231,483)
Decrease/(increase) in debtors	230,999	(36,909)
Increase/(decrease) in creditors	197,799	118,781
Defined benefit pension scheme cost less contributions payable	32,000	70,000
Defined benefit pension scheme finance cost	51,000	62,000
Net cash provided by/(used in) operating activities	<u>1,051,176</u>	<u>(390,379)</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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22. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	1,629,419	657,303
Total cash and cash equivalents	1,629,419	657,303

23. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	657,303	972,116	1,629,419
	657,303	972,116	1,629,419

24. Capital commitments

At the year end, the charity had £15,000 (2020: £Nil) in capital commitments relating to the Adopter Hub website, and £20,820 (2020: £Nil) in capital commitments relating to the PACT website.

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25. Pension commitments

The Company operates a defined benefit pension scheme.

Royal County of Berkshire Pension Fund

PACT is an admitted body of the Local Government Pension Scheme (LGPS) as part of the Royal County of Berkshire Pension Fund ("the Fund"). Since 31 March 2013 the Fund only remains open to new PACT members of staff for a small number of senior posts. During the year the active PACT members of the Fund remained at 6 members.

The LGPS scheme is a funded, defined benefit scheme and contributions are set every 3 years as a result of the actuarial valuation of the Fund which estimates the asset and liability allocation for PACT. PACT's share of the assets of the Fund is less than 1%. The last valuation was at 31 March 2019 and the pension expense calculations as at 31 March 2021 have been provided by Barnett Waddingham, consulting actuaries to the Fund.

PACT also contributes to a defined benefit group personal pension scheme on behalf of those employees who are not members of the LGPS.

The Charities SORP (FRS 102) disclosures for the Fund at 31 March 2021 shows a deficit of £3,628k (2020: £2,223k).

Employer contributions to this Fund totalled £95k (2020: £87k), at a contribution rate of 22.20% (2020: 22.20%). This cost is included in direct charitable expenditure in the SOFA.

The deficit at the beginning of the year was £2,223k (2020: £2,620k). The actuarial loss during the year was £1,322k (2020: gain of £529k). This is shown in the SOFA as 'actuarial gains / (losses) on defined benefit pension schemes'. Other movements in the reconciliation to the closing balance totalled £83k (2020: £132k). This cost is included in direct charitable expenditure in the SOFA.

Principal actuarial assumptions at the Balance sheet date (expressed as weighted averages):

	At 31 March 2021	At 31 March 2020
	%	%
RPI increases	3.20	2.45
CPI increases	2.80	1.65
Future salary increases	4.50	3.35
Future pension increases	2.80	1.65
Proportion of employees opting for early retirement	2.00	2.34

	At 31 March 2021	At 31 March 2020
	Years	Years
Mortality rates (in years)		
- for a male aged 65 now	21.2	21.5
- at 65 for a male aged 45 now	22.5	22.9
- for a female aged 65 now	23.9	24.1
- at 65 for a female aged 45 now	25.4	25.5

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25. Pension commitments (continued)

The Company's share of the assets in the scheme was:

	At 31 March 2021 £	At 31 March 2020 £
Equities	2,251,000	1,903,000
Corporate bonds	613,000	314,000
Property	465,000	463,000
Cash and other liquid assets	171,000	398,000
Other	256,000	292,000
Total fair value of assets	<u>3,756,000</u>	<u>3,370,000</u>

The actual return on scheme assets was £423,000 (2020 - £(50,000)).

The amounts recognised in the Statement of Financial Activities are as follows:

	2021 £	2020 £
Current service cost	125,000	117,000
Past service cost	-	38,000
Net interest on the defined liability	51,000	62,000
Administrative expenses	2,000	2,000
Total amount recognised in the Statement of Financial Activities	<u>178,000</u>	<u>219,000</u>

Movements in the present value of the defined benefit obligation were as follows:

	2021 £	2020 £
Opening defined benefit obligation	5,593,000	6,031,000
Current service cost	125,000	117,000
Interest cost	130,000	144,000
Contributions by scheme participants	28,000	24,000
Actuarial losses/(gains)	1,666,000	(650,000)
Benefits paid	(158,000)	(111,000)
Past service costs	-	38,000
Closing defined benefit obligation	<u>7,384,000</u>	<u>5,593,000</u>

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25. Pension commitments (continued)

Movements in the fair value of the Company's share of scheme assets were as follows:

	2021 £	2020 £
Opening fair value of scheme assets	3,370,000	3,411,000
Expected return on assets	79,000	82,000
Actuarial gains/(losses)	344,000	(121,000)
Contributions by employer	95,000	87,000
Contributions by scheme participants	28,000	24,000
Benefits paid	(158,000)	(111,000)
Administration expenses	(2,000)	(2,000)
Closing fair value of scheme assets	3,756,000	3,370,000

26. Transactions with connected charities

The Oxford Diocesan Board of Finance (ODBF) is a connected charity. During the year the charity received grant income of £65,200 (2020: £65,200) from ODBF.

27. Operating lease commitments

At 31 March 2021 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	13,929	11,606
Later than 1 year and not later than 5 years	25,246	17,409
	39,175	29,015

28. Related party transactions

There were no transactions with related parties during the year.