



OXFORDSHIRE PLAY

ASSOCIATION

ANNUAL REPORT

2018

For the Period 1st April 2017 to 31st March 2018

OPA is a Charitable Incorporated Organisation
Registered Charity Number 1160320

OPA's Vision is to improve lives through play

OPA's mission is to champion and to support the rights of all Children and Young People to have access to high quality, inclusive Play opportunities to improve their Physical, Mental and Spiritual Wellbeing

OPA ORGANISATIONAL DETAILS

OPA TRUSTEES

Chair = Anda Fitzgerald O'Connor, Treasurer = Meryl Smith

Trustees = Mark Lygo, Anne Bissell, Roger Beattie and Steph Dorling,

OPA STAFF

Manager = Martin Gillett

Training Manager = Brid Muldoon

Fundraising and Communications Officer = Julia Graw

Finance Officer = Jade Jarvis

Training Internal Verifier = Elaine Johnson

Sessional Playworkers = Kate Arthur, Laura Lewis and Sayema Monam

BANKERS

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

ACCOUNTANTS / AUDITORS

Critchleys, Beaver House, 23-38 Hythe Bridge Street, Oxford. OX1 2EP

OPA ACCOUNTS

	2017/18	2016/17	2015/16	2014/15	2013/14
Income	£96,702	£112,123	£135,470	£226,251	£228,201
Expenditure	£148,152	£154,661	£170,091	£195,995	£202,705

A full copy of our Audited Accounts are available on request.

OPA STATEMENT OF PUBLIC BENEFIT

OPA and its Trustees confirm that they have complied with the Statutory Duty in Section 17(5) of the 2011 Charities Act to have due regard to Public Benefit guidance published by the Charity Commission. We work on a fully inclusive basis across Oxfordshire taking into account all relevant legislation and guidelines.

Martin Gillett – OPA Manager

2017 /18 was another very challenging year for OPA. We continue to work hard in securing funding for new, exciting and sustainable projects to secure the long term future of the organisation.

We are rightly recognised as the 'Play Specialists' within Oxfordshire and we work with many, many partners in many Communities across the whole of Oxfordshire to ensure our project delivery is as strong as possible.

By working with our partners we can increase our delivery capacity, reduce any duplication and share best practice.

The OPA Staff Team continue to deliver high quality projects and service and it is my honour to work with them along with our Trustees.

We pass on our heartfelt Thanks to the many groups who have supported us, both financially and practically, during the period of this report, without them our work would not be possible.

The savage cuts made to spending since the age of Austerity started in 2008 has seen local, free, open access provision very rare and our focus is on continuing this type of services to those in the most need.

Oxfordshire has many, many pockets of deprivation which are often masked by the overall affluence of the County – we must not let the Children, Young People and Families living in these areas become a forgotten generation.



Do you share our belief that PLAY is vital for the lives of Children and Young People?

Help us to make Oxfordshire the most play-friendly county in England.

Become a 'Friend of OPA' – and support us to continue our work across Oxfordshire.



play 4 life



Did you realise that the biggest 4% of UK Charities receive 80% of all the donations whilst the remaining 96%, some 159,169 local organisations receive only 20%!

What does OPA do? We:

- ❖ Help play providers to offer high quality play opportunities for all
- ❖ Run user-friendly training on all kinds of play-related topics
- ❖ Campaign for national and local play-friendly policies and decisions

We are a Charitable Incorporated Organisation (Registered Charity Number 1160320) and have been working with, and for the Families and Communities of Oxfordshire since 1974.

For just £1 per month you can ensure that this work continues into the future by becoming a friend of OPA. **Come and play with us!**
Contact us now to see how you can make a difference!



THE HISTORY OF THE OXFORDSHIRE PLAY ASSOCIATION

October 1974 – OPA is ‘born’ following a meeting convened at the Community Centre in Lake Street, Oxford.

November 1978 – OPA is officially registered with the Charity Commission, Registered Charity Number 276706.

1977 / 1978 – First recorded set of Accounts showing Annual Income of £69.92 against Annual Expenditure of £72.66

September 1992 – Working party established towards creating the OPA that exists today.

January 1993 – First public meeting held at Yarnton Village Hall of OPA, the County Play Forum.

July 1993 – First Play Newsletter is produced by OPA who are based at Osney Day Nursery in Botley Road, Oxford.

1994 – OPA continues to grow very quickly, services now offered include the Oxfordshire Playcare Foundation Course, Management Training Course and the Playcare Promotion Unit. The first OPA Playbox Catalogue is issued and OPA launch its own Payroll Service.

1994 – OPA moves to Agriculture House in Eynsham after outgrowing its old premises.

1995 – With funding support from the Heart of England TEC, OPA launch the Oxfordshire Childrens Information Service – this service went live on 1st July 1996.

July 1999 – OPA celebrates its 25th Birthday with an event at Weston On The Green.

August 2000 – First recorded Playday event held at Blackbird Leys Leisure Centre with 2000 Children & Young People in attendance.



September 2001 – Childrens Information Service becomes independent of OPA and moves to Long Hanborough.

December 2003 – OPA is awarded 3 year funding of £186,000 from the Learning and Skills Council to deliver Playwork Training across Oxfordshire.

October 2006 – OPA moves to Thorney Leys Park in Witney.

2006 – First County and District Play strategies written.

2007 – OPA moves to its present office location in Cowley, Oxford.

2008 – First National Play Strategy is issued by the Department for Children, Schools and Families as part of a Commitment from the Childrens Plan.

Summer 2008 – First Countywide, Oxfordshire Playday takes place at Florence Park in Oxford, attended by 5000 people.

2008 – West Oxfordshire Play Ranger Project is launched.

February 2012 – OPA secure the County Council contract to deliver Playwork Training across Oxfordshire.

Spring / Summer 2012 – First Armed Forces Playdays are delivered at the 6 Armed Forces bases in Oxfordshire.

2013 – Countywide Play Conference is reborn, delivered at Brookes University.

2013 – Twelve Playday events are delivered across Oxfordshire, attracting a record audience of 23,100 Children, Young People and their Families.

September 2014 – OPA 'Community PLAYback' pilot project is delivered.

October 2014 – First Autumn /Winter Playdays are delivered at Witney and Sonning Common in October Half Term.

April 2015 – OPA changes its legal structure from that of a Registered Charity to a Charitable Incorporated Organisation, Registered Charity Number 1160320

February 2016 – OPA secures 3 Year Funding from BBC Children In Need to deliver Play Ranger sessions on the Rose Hill Estate in Oxford

2017 – Pilot 'Oxford Therapeutic Playwork' project is delivered at Bayards Hill School in Barton in partnership with renowned Playwork Theorist Gordon Sturrock

<u>PROJECT</u>	<u>ROSE HILL PLAY RANGERS – YEAR 2</u>
FUNDED AND SUPPORTED BY	 
PROJECT DETAILS	<ul style="list-style-type: none"> • Increased physical activity for children and young people living on the Rose Hill Estate. • Children and Young People from the Rose Hill estate will have more positive relationships • Children and Young People from the Rose Hill Estate will be positively empowered <p>Sessions delivered in School Holidays</p>

SESSION ATTENDANCE NUMBERS

<u>Session Date</u>	<u>Pre School / Under 4</u>	<u>Primary School / 5 to 12</u>	<u>Secondary School / Over 12</u>
February Half Term	8	9	0
Easter Holidays	19	77	8
May Half Term	16	40	9
Summer Holidays	136	285	44
October Half Term	16	79	28

<u>Sessions Delivered</u>	<u>Attendance Numbers</u>	<u>Average Attendance</u>
2016 = 18	453	25.2
2017 = 27	774	28.6

Our project outcomes will link directly to the BBC Children In Need 'Building Blocks' for Children:

Being Physically Safe

Being Physically Well

Being Emotionally Well


Having Strong Self Belief

Having Positive Relationships

Having Essential Skills

Being Positively Empowered



<u>PROJECT</u>	<u>CHILDRENS SCRAPSTORE PLAYPOD</u> <u>5 ACRES PRIMARY SCHOOL IN BICESTER & RAF BENSON</u> <u>PRIMARY SCHOOL</u>
FUNDED AND SUPPORTED BY	
PROJECT DETAILS	Working in partnership with the Childrens Scrapstore Playpod to train and mentor staff




PROJECT	<u>Cherwell and South Northamptonshire</u>
FUNDED AND SUPPORTED BY	
PROJECT DETAILS	Supporting Play Infrastructure within the 2 District Councils

Working with our District Council partners we co-Chair the Cherwell Young People, Play and Wellbeing Group as well as new groups in South Northamptonshire such as the newly created South Northants Youth Engagement Group.

This acts as a focus point to co-ordinate service delivery, reduce duplication and share best practice as well as increasing delivery capacity across both districts.

THE 12 THEMES OF THE CHERWELL PLAY STRATEGY

1. **To enable more people to participate**
To improve the access children have to play, either in green and open spaces, playgrounds or activity programmes.
2. **To improve playgrounds and other play spaces including informal and natural environments**
3. **To bring people together of different ages and backgrounds together**
The development of mix-age programmes and activities to provide play opportunities and build relationships within communities.
4. **To include everyone regardless of background or disability**
5. **To make it easier to play in urban areas**
6. **To make it easier to play in rural areas**
7. **To allow children to take more risks when they are playing**
This will help children to understand that taking risks is important in helping to develop an active population and encourages a greater awareness about safety and enjoyment.
8. **To provide more supervision and support.**
9. **To introduce more play into and out of school activities, childcare and extended schools.**
This will help make play an important part of the informal education agenda.
10. **To try out new ideas.**
11. **To improve information, publicity, training and awareness.**
12. **To improve co-ordination and partnership working.**
To encourage working together to provide play in the district

<u>PROJECT</u>	<u>Bicester Street Play</u>
FUNDED BY	
PROJECT DETAILS	Promote the benefits of Playing outside within a local Community location

We consulted with the local Housing Officers from Sanctuary Housing who work in Bicester to decide on the best location to deliver the project. It was decided to use the 'green space' adjacent to the Play Area managed by Bicester Town Council in Villiers Road as this offered the space that we needed and was in the Heart of the Community that we wanted to target.

	Session 1 – 17 th July	Session 2 – 31 st July
Adults	4	6
Children	9	13





BICESTER STREET PLAY PROJECT

VILLIERS ROAD PLAY AREA, BICESTER. OX26 2BD

Monday 17th July 4pm—6pm
Monday 31st July 2pm—4pm

RECLAIMING COMMUNITY SPACE FOR PLAY



Bring your Scooters, Bikes, Toys, Bats and Balls—Empty the Garage and Empty the Shed!

This project is part of the Bicester Healthy New Town Initiative—Get Outside, Play & Be Healthy!

We are looking for Community Champions and Volunteers to sustain this Street Play initiative moving forward.

Contact; martin.gillett@oxonplay.org.uk / 01865 779474



PROJECT	<u>Playful Woodlands 2 – Spindleberry Nature Reserve</u>
FUNDED AND SUPPORTED BY	 
PROJECT DETAILS	Creation of a 200 foot 'living' Dragon constructed from living materials



Following the success of our initial Playful Woodlands project at Magdalen Wood we created another Dragon at the Spindleberry Park Nature Reserve in Blackbird Leys



PROJECT	OPA Play and Activity Days / Playdays 2017
FUNDED BY	 OXFORDSHIRE COUNTY COUNCIL <div> <div> supported by  www.oxford.gov.uk </div> <div>  Oxfordshire Community Foundation <small>Local people helping local people</small> </div> </div> <div>  Vale of White Horse </div> <div>  Banbury Town Council </div> <div>  WEST OXFORDSHIRE DISTRICT COUNCIL </div> <div>  Doris Field <small>CHARITABLE TRUST</small> </div> <div>  Sanctuary Housing </div> <div>  Blackbird Leys Parish Council </div> <div>  ARMED FORCES DAY <small>SHOW YOUR SUPPORT</small> </div> <div>  Banbury Charities </div> <div>  Catalyst Housing </div> <div>  ABINGDON VINEYARD CHURCH </div> <div>  welcommunity <small>Cottsway funding for community projects</small> </div> <div>  Cherwell <small>DISTRICT COUNCIL NORTH OXFORDSHIRE</small> </div> <div>  GreenSquare </div> <div>  BICESTER TOWN COUNCIL </div>

PROJECT DETAILS	Deliver a series of Community Events across Oxfordshire using the ethos of National Playday. All events will offer both FREE Entrance and FREE Activities to ensure an inclusion for ALL
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In 2017 we delivered 8 large scale, Community Play & Activity days across Oxfordshire.

This means that in the last 6 years (2012 to 2017 inclusive) we have project managed across Oxfordshire a total of 62 events which have been attended by 88,250 'guests' at an average of 1,423 per event

ALL of these events offered both **FREE** Entrance and **FREE** Activities to ensure an inclusion for **ALL**

<u>DATE</u>	<u>LOCATION</u>	<u>ATTENDANCE</u>
17 th June 2017	RAF Brize Norton & Carterton	1500
24 th June 2017	Vauxhall Barracks & Didcot	1000
15 th July 2017	Abingdon (Southern Town Park)	1000
26 th July 2017	Banbury (Peoples Park)	750
27 th July 2017	The Leys	1000
2 nd August 2017	Bicester	500
3 rd August 2017	Witney	2000
22 nd August 2017	Banbury (Princess Diana Park)	1000

An individual event report and evaluation is available for each separate event upon request



OPA PLAY AND ACTIVITY DAYS 2017

KEY AIMS AND OBJECTIVES

For Children & Young People

- 1) Promote Positive Behaviours & Activities
- 2) Promote Increased Levels of Physical Activity
- 3) Promote Healthy Weight Management

For Parents / Carers

- 1) Provide an Event offering both **FREE** Entrance & **FREE** Activities to Ensure an Inclusion for **ALL**
- 2) Demonstrate how Play can be achieved on a Zero / Minimal Budget using Natural & Recycled materials
- 3) Provide information on services and activities available in the local and wider area

For Communities

- 1) Encourage a greater sense of belonging to promote Active & Engaged Communities
- 2) Promote local clubs, groups and societies
- 3) Involve local groups, communities and Children & Young People in the planning and delivery of each event



Training Department Report

Brid Muldoon (Training Manager) 1st April 2017-31st March 2018

The high standards in which the team worked was reflected in the annual audit of October 2017, where our awarding body Cache, found us to be an excellent centre with zero risk rating. Thank you all for your hard work and dedication....

162 learners have received Playwork training, from 1st April 2017 – 31st March 2018.

Congratulations and well done to all our learners!

Training Course	Learners' Attendance
Play-Way	48
Level 4/5	4
Short Courses	101
Level 2 Diploma	9
Total	162

I also had the pleasure of delivering bespoke courses for the training centre to local play settings. In the table below I have given details of the courses showing attendance figures to the right. These courses bring additional funds to the training centre as we charge settings £100 an hour, which supports the sustainability of the training centre for the two and three hour courses.

Date	Setting/School	Training Delivered	Attendance
25.07.17	SOAP – 2hour	The Importance of Play	15
14.08.17	SOAP – 2 Hour	Reflective Practice and environmental Play	15
27.07.17	Let's Play – 3 hour	The Importance of Play	40

Learner Experiences'

"The two day Play-Way course helped me to reflect as a practitioner working outdoors with young children. I learnt the importance of loose parts and providing new and interesting resources as inspiration for children's play. The training has helped me in my current role to recognise parts of the play process, and perhaps most importantly, not to adulterate or interrupt play for children. It has emphasized the importance in my mind that children have a right to play and its significance in children's development; specifically in developing a child's ability to imagine and learn.

Thank you to Brid for teaching an informative course in such a supportive way."

(Kate Green Earth Trust)

'The course has been brilliant, and I have recommended to others! I have learnt so much to put in to practice'. Kayleigh

'I really enjoyed the course and it really helped me open my eyes for my work with kids'. Megs

'Thank you, it was really good and I can go back to my playsetting and now I know what to do'.

Megan

Oxford Therapeutic Playwork May – July 2017

This was successfully delivered at Bayards primary School in Barton to 12 children from May to July 2017. The head teacher and the children who participated gave positive feedback on the effectiveness of the project, and would very much welcome a future project in the school.

OLN Funded Training Project April – August 2017

We secured funding with the Oxfordshire Learning Network to deliver short courses in Playwork and the Play-Way.

Date	Location	Training	Attendance
27.04.17	Preston Road	Introduction to Playwork	10
28.04.17	Witney ATP	Play-Way Presentations	9
24.05.17	Dalton Barracks	Introduction to Playwork	12
15.06.17 29.06.17 08.08.17	Preston Road	Play-Way	9
05.07.17	Chipping Norton	Introduction to Playwork	9
17.07.17 18.07.18 15.08.18	Chipping Norton	Play-Way	6



Oxford Brookes Funded Projects September – November 2017

Date	Location	Training	Attendance
14.09.17 15.09.17 30.10.17	Rosehill Community Centre	Play-Way	9
27.09.17 28.09.17 10.11.17	Barton Neighbourhood Centre	Play-Way	9

Sanctuary Funded Project November – December 2017

Date	Location	Training	Attendance
13.11.17 14.11.17 08.12.17	Banbury	Play-Way	10

Soha Funded Project February 2107 – March/April 2018

Date	Location	Training	Attendance
28.02.18 07.03.18 14.03.18 19.04.18	Berin Centre	Play-Way	5

Oxlep – Get Qualified November 2017 – will complete in July 2018

The Training Centre was successful in receiving funding to deliver a Level 2 Diploma in Banbury to ten learners. This project started in November 2017 and is due to complete by the end of July 2018. There are currently 9 learners on the project, eight of whom are receiving a fully funded place. The initial recruitment of learners and liaising with providers for volunteer placements was a mammoth task as participation criteria was narrow.

However, 10 learners were successfully inducted on to the course in November 2017.

Marketing and Fundraising

Throughout the year I have assisted Julia, OPA Fundraising and Communication's Officer in completing bids for further funding of OTP project with BBC CIN and Delivering Impact for Level 2 Diploma in Playwork. We were successful with both bids. I also marketed a Level 3 Playwork Diploma and was successful in recruiting 10 learners for this.

Scrap Store Play Pod – July 2017

I was involved in the initial training and delivery of this project, delivered by Bristol Play Pod at Five Acres School in Bicester. It was great to see the pod in action and how the loose parts supported a wide scope of development through freely chosen play, for children and young people.

Achievements

- 162 learners trained with the centre
- Outstanding quality audit, with a 0 risk rating
- 100% positive feedback from all learners
 - 100% of the learners rated the teaching as excellent/good
 - 100% of learners believed the course achieved its aims
 - 100% of learners said the activities were interesting and varied

As a result of the courses learners said they would;

'Develop further within my current employment'

'Further research my project'

'Enrol in future Playwork courses'

'Move to a higher qualification'



It is with great sadness that despite its huge impact and success the post of Full Time Training Officer at OPA will be made redundant in Financial Year 2018/19 due to the continued reductions in funding, this being one of the main results for us from a change in the Governments policies around Playwork qualifications as well as general financial pressures.

We would like to record our huge Thanks and Appreciation to Brid Muldoon for her outstanding contribution to OPA and its Training Department over the past 8 years.



supporting



WE'VE LAUNCHED OUR LOTTERY PAGE

Buy Your Tickets From Our Page - We Get 50%

- We now have a SO Charitable Lottery page!
- Support local causes and win prizes of up to £25,000!
- 50% of all tickets sold from our page go to us!
- PLUS 10% goes to other good causes in South Oxfordshire!
- Tickets only cost £1 per week!
- Support us and win prizes - WIN WIN!

To Start Supporting, Visit:
www.SoCharitable.co.uk

And Search For:
OPA



Supporters must be 16 years of age or older



OXFORDSHIRE PLAY ASSOCIATION

☎ 01865 779474

🖱 www.oxonplay.org.uk

🖱 enquiries@oxonplay.org.uk

💻 Facebook = Oxfordshire Play Association - OPA

💻 Twitter = @oxonplay

Oxfordshire Play Association
Suite A, First Floor
Meridian House, East Point Business Park
Sandy Lane West, Littlemore
Oxford
OX4 6LB

OXFORDSHIRE PLAY ASSOCIATION
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2018

REGISTERED CHARITY NO: 1160230

OXFORDSHIRE PLAY ASSOCIATION
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FOR THE YEAR ENDED 31 MARCH 2018

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OXFORDSHIRE PLAY ASSOCIATION
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2018

The trustees present their report and accounts for the year ended 31 March 2018. The financial statements comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard 102.

Principal Activities

The Charity's principal activity during the year continued to be the provision of Play Projects, Community Events and Support and Training for Play Providers and Communities across Oxfordshire.

Principal Address

The principal address of the charity is:

Suite A,
 First Floor,
 Meridian House,
 East Point Business Park,
 Sandy Lane West,
 Littlemore,
 Oxford.
 OX4 6LB

Governing document

The activities of the Charity are governed by a new constitution dated 4th November 2014, amended 21 January 2015.

Trustees

The following trustees served during the year:

Mark Lygo (elected as trustee 3rd September 2013)
 Meryl Smith (elected treasurer 17th July 2014)
 Anda Fitzgerald-O'Connor (elected chair 2nd March 2016)
 Anne Bissell (elected 28th March 2007)
 Steph Dorling (elected 17th July 2014)
 Roger Beattie (elected 28th March 2011)

Day to day responsibilities are delegated to Martin Gillett, Manager

Trustees selection method

The trustees listed above have served throughout the period, unless otherwise stated. Appointment of trustees is governed by the constitution of the charity. The board of trustees is authorised to appoint new trustees arising through resignation or death of an existing trustee.

Reserves policy

The long term aim of the charity is to have sufficient reserves to cover normal expenditure for a period of at least three months.

OXFORDSHIRE PLAY ASSOCIATION
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2018

Public Benefit

The trustees confirm that they have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to public benefit guidance published by the Charity Commission.

The Aims of OPA are to support Children and Young People through Families and Groups, Individuals and Organisations who work in Play / Playwork. We do this on a fully inclusive basis across Oxfordshire and beyond taking into account all relevant legislation and guidelines.

Review of the Year by the OPA manager, Martin Gillett

Like many other Charities, both locally and nationally, 2017/18 was another successful year for OPA in delivering its work across Oxfordshire and beyond. We are now expanding our reach into South Northamptonshire as well as Oxfordshire. Like many other local Charities we are finding funding and income very hard to secure with almost all grant opportunities being hugely oversubscribed. In this Financial Year we again used some of our hard earned reserves in order to continue with the delivery of our work but in order to secure the long term sustainability of OPA we will be making some structural and staff changes in Financial Year 2018/19.

We have worked extremely hard to reduce and control our core operational costs and these are carefully monitored and reviewed on a regular basis.

We are utilising our resources to identify, and apply for further funding to support and expand our work across the County and are also researching new and innovative ways to increase our levels of self-generated income to ensure the sustainability of OPA moving forward. Dedicated staff time has been built into our budgets to ensure that this is effective and we are also using Volunteer support far more effectively

The organisation is lean, flexible and open to change which we must be in these challenging and changing times.

Independent Examiners

Critchleys Audit LLP
 Beaver House
 23-38 Hythe Bridge Street
 Oxford
 OX1 2EP

Bankers

CAF Bank
 25 Kings Hill Avenue
 Kings Hill
 West Malling
 Kent
 ME19 4JQ

Approved by the trustees and signed on their behalf by:



.....
 Anda Fitzgerald-O'Connor
 Chair

OXFORDSHIRE PLAY ASSOCIATION
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2018

The trustees are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Charity law requires the trustees to prepare accounts for each financial year. Under that law the trustees have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) and the SORP. The accounts are required by law to give a true and fair view of the state of affairs of the charity and of the profit or loss of the charity for that period. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- select whether the policies adopted are in accordance with the charity SORP and with applicable accounting policies.
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

OXFORDSHIRE PLAY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE OXFORDSHIRE PLAY ASSOCIATION

FOR THE YEAR ENDED 31 MARCH 2018

I report on the accounts of the Oxfordshire Play Association for the year ended 31 March 2018, which are set out on pages 5 to 12.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act, as amended
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Robert Kirtland FCA
Critchleys Audit LLP

Beaver House
23-38 Hythe Bridge St
Oxford
OX1 2EP

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OXFORDSHIRE PLAY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Donations and legacies	3	568	-	568	497
Income from charitable activities	3	-	5,400	5,400	4,400
Other income	3	30	88,767	88,797	105,481
Income from investments	3	<u>1,937</u>	<u>-</u>	<u>1,937</u>	<u>1,745</u>
Total Income and endowments		<u>2,535</u>	<u>94,167</u>	<u>96,702</u>	<u>112,123</u>
EXPENDITURE					
Expenditure on Charitable Activities Charitable activities	5	6,296	141,856	148,152	154,661
Total expenditure		<u>6,296</u>	<u>141,856</u>	<u>148,152</u>	<u>154,661</u>
Net (outgoing)/ incoming resources for the year		(3,761)	(47,689)	(51,450)	(42,538)
Transfers between funds		<u>(33,084)</u>	<u>33,084</u>	<u>-</u>	<u>-</u>
Net movement in Funds		<u>(36,845)</u>	<u>(14,605)</u>	<u>(51,450)</u>	<u>(42,538)</u>
Balances brought forward at 1 April 2017		<u>78,418</u>	<u>14,605</u>	<u>93,023</u>	<u>135,561</u>
Balances carried forward 31 March 2018		<u>41,573</u>	<u>-</u>	<u>41,573</u>	<u>93,023</u>

OXFORDSHIRE PLAY ASSOCIATION
BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2018

	Note	2018 £	2017 £
Fixed Assets			
Tangible assets	2	-	-
Current Assets			
Debtors and prepayments	6	4,780	8,980
Cash at bank and in hand		<u>77,035</u>	<u>112,268</u>
		81,815	121,248
Creditors: amounts falling due within one year	7	<u>(40,242)</u>	<u>(28,225)</u>
Net Current Assets		<u>41,573</u>	<u>93,023</u>
Total assets less current liabilities		<u>41,573</u>	<u>93,023</u>
Funds			
Unrestricted funds		41,573	78,418
Restricted funds		<u>-</u>	<u>14,605</u>
		<u>41,573</u>	<u>93,023</u>

The financial statements were approved by the trustees on

Signed

Anda Fitzgerald-O'Connor

Anda Fitzgerald-O'Connor
Chair

Meryl Smith

Meryl Smith
Treasurer

OXFORDSHIRE PLAY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017 (COMPARATIVES)

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Donations and legacies	3	497	-	497	835
Income from charitable activities		4,400	-	4,400	4,400
Other income		6,302	99,179	105,481	129,928
Income from investments	3	<u>1,745</u>	<u>-</u>	<u>1,745</u>	<u>307</u>
Total Income and endowments		<u>12,944</u>	<u>99,179</u>	<u>112,123</u>	<u>135,470</u>
EXPENDITURE					
Expenditure on Charitable Activities					
Charitable activities	5	57,969	96,692	154,661	170,091
Total expenditure		<u>57,969</u>	<u>96,692</u>	<u>154,661</u>	<u>170,091</u>
Net incoming/(outgoing) resources for the year		(45,025)	2,487	(42,538)	(34,621)
Transfers between funds		<u>4,154</u>	<u>(4,154)</u>	<u>-</u>	<u>-</u>
Net movement in Funds		<u>(40,871)</u>	<u>(1,667)</u>	<u>(42,538)</u>	<u>(34,621)</u>
Balances brought forward at 1 April 2016		<u>119,289</u>	<u>16,272</u>	<u>135,561</u>	<u>170,182</u>
Balances carried forward 31 March 2017		<u>78,418</u>	<u>14,605</u>	<u>93,023</u>	<u>135,561</u>

OXFORDSHIRE PLAY ASSOCIATION

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2018

1 ACCOUNTING POLICIES

(a) Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The transition date to FRS 102 was 1st April 2015 and there were no adjustments to the accounts as a result of this transition. OPA meets the definition of a public benefit entity under FRS 102. The Trustees consider that there are no material uncertainties about the trust's ability to continue as a going concern.

There were no adjustments to the balance sheet or statement of financial activities on transition to FRS 102

(b) Incoming Resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received. The following specific policies are applied to particular categories of income:

Donations - For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Grants - Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Donated goods, facilities and services - Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

(c) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably

(d) Fund Accounting

Unrestricted funds are general funds that are available for use at the trustees' discretion in furtherance of the objects of the Charity. Designated funds are those earmarked by the trustees for use in a particular area or for specific areas

(e) Depreciation on assets capitalised is calculated to write off the cost of fixed assets over their estimated useful economic lives.

Computers and equipment-straight line basis over three years

Expenditure on fixed assets above £300 is capitalised.

OXFORDSHIRE PLAY ASSOCIATION
NOTES TO THE ACCOUNTS (Continued.....)
FOR THE YEAR ENDED 31 MARCH 2018

2 TANGIBLE FIXED ASSETS

**Computers and
Equipment**

	£
Cost	
Brought forward at 1 April 2017	34,268
Additions during the year	-
Disposals during year	-
	<u>34,268</u>
As at 31 March 2018	
Depreciation	
Brought forward at 1 April 2017	34,268
Charge for the year	-
	<u>34,268</u>
As at 31 March 2018	
Net book value	
As at 31 March 2018	<u>-</u>
As at 31 March 2017	<u>-</u>

3 ANALYSIS OF GRANTS, DONATIONS AND OTHER INCOME

	2018 £	2017 £
Donations and legacies	568	497
Income from Charitable activities		
Cherwell District Council – Infrastructure	4,000	3,000
West Oxfordshire District Council – Infrastructure	<u>1,400</u>	<u>1,400</u>
	<u>5,400</u>	<u>4,400</u>
Other income		
Playdays	31,936	43,697
NVQ/QCF	900	27,835
Other courses	3,788	1,388
Outreach	800	550
Play boxes	1,285	1,351
Play Rangers	16,677	6,805
Newsletter	30	40
Therapeutic Play	5,540	4,287
Playful Woodlands	4,114	3,886
The Play Way	10,884	-
RAF Benson Saturdays	668	4,764
Oxlep	10,172	-
Street Play	2,003	-
Take 5	-	1,333
Level 3 transitional award	-	250
Rental	-	5,712
Community Playback	-	3,583
	<u>88,797</u>	<u>105,481</u>
Income from investments		
	<u>1,937</u>	<u>1,745</u>
	<u>96,702</u>	<u>112,123</u>

OXFORDSHIRE PLAY ASSOCIATION

NOTES TO THE ACCOUNTS (Continued.....)

FOR THE YEAR ENDED 31 MARCH 2018

4 Employee Costs

	2018	2017
	£	£
Wages and salaries	78,608	81,924
National insurance contributions	<u>6,719</u>	<u>6,769</u>
	<u>85,327</u>	<u>88,693</u>

No trustee nor any persons connected with them have received any remuneration during the year.

No trustee received expenses for travel costs during the year

The charity employed 6 people during the year (2017: 8)

There are no employees earning above £60,000

5 Cost of charitable activities and governance costs

	Direct Costs	Support Cost	Total 2018	Total 2017
	£	£	£	£
Play boxes consumables	2,251	-	2,251	2,323
Playday costs	30,687	-	30,687	33,930
RAF Benson Saturdays	668	-	668	2,472
Community Playback	-	-	-	2,803
Playful communities	1,029	-	1,029	-
Therapeutic play	3,964	-	3,964	4,287
Playful Woodlands	4,343	-	4,343	3,886
Tutor and training costs	46,247	-	46,247	46,162
Outreach	797	-	797	551
Staff costs	-	30,719	30,719	25,469
Finance and Admin	-	2,481	2,481	1,839
Newsletter	-	5,174	5,174	2,049
Travel and subsistence	-	368	368	334
Infrastructure	2,906	-	2,906	829
Premises	-	8,169	8,169	15,302
Insurance	-	487	487	1,017
Printing, postage and stationery	-	1,353	1,353	2,186
Computer expenses	-	735	735	1,286
Telephone	-	1,296	1,296	1,431
Professional fees	-	1,938	1,938	2,208
Independent examiner's fee	-	1,100	1,100	1,100
Miscellaneous expenses	-	200	200	196
Subscriptions	-	200	200	125
Staff training	-	1,040	1,040	2,866
Bad debts	-	-	-	10
	<u>92,892</u>	<u>55,260</u>	<u>148,152</u>	<u>154,661</u>

OXFORDSHIRE PLAY ASSOCIATION

NOTES TO THE ACCOUNTS (Continued.....)

FOR THE YEAR ENDED 31 MARCH 2018

6 Debtors and Prepayments

	2018	2017
	£	£
Trade debtors	562	154
Sundry debtors	-	5,500
Prepayments	<u>4,218</u>	<u>3,326</u>
	<u>4,780</u>	<u>8,980</u>

7 Creditors and accruals: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	24	48
Payroll taxes	1,712	1,765
Deferred income	37,328	25,234
Other creditors	78	78
Accruals	<u>1,100</u>	<u>1,100</u>
	<u>40,242</u>	<u>28,225</u>

8 Analysis of Net Assets Between Funds

	Unrestricted funds	Restricted funds	Total
Fixed assets	-	-	-
Net current assets	41,573	-	41,573

9 Movement on Restricted Funds

	Balance 01.04.17	Incoming Resources	Resources Expended	Transfer £	Balance 31.03.18
	£	£	£		£
Training					
Take 5 for Play (Playway)	(477)	10,891	20,309	9,895	-
QCF Level 4 & 5	-	-	5,900	5,900	-
QCF Level 2 & 3	(3,803)	900	3,606	6,509	-
Short Courses	(2,054)	2,225	5,332	5,161	-
Oxlep	-	10,172	21,333	11,161	-
Infrastructure					
OutReach	-	800	1,460	660	-
Playbox Hire Scheme	-	1,285	2,021	736	-
Rose Hill Play Rangers	(791)	16,677	23,031	7,145	-
Play Projects					
Therapeutic playwork	-	5,540	8,293	2,753	-
Playdays	19,701	21,669	22,390	(18,980)	-
Playful Communities	-	2,003	1,733	(270)	-
Playful Woodlands	49	4,114	4,676	513	-
Childrens Scrapstore	(930)	1,563	2,222	1,589	-
Play Infrastructure	-	4,364	5,295	931	-
Armed Forces Playday	2,910	11,296	12,944	(1,262)	-
LIBOR	-	668	1,311	643	-
	<u>14,605</u>	<u>94,167</u>	<u>141,856</u>	<u>33,084</u>	<u>-</u>

OXFORDSHIRE PLAY ASSOCIATION
NOTES TO THE ACCOUNTS (Continued.....)
FOR THE YEAR ENDED 31 MARCH 2018

Details of Restricted Funds

QCF – Student Contributions received which is specific to Level 2, Level 3, Level 4 and Level 5 Playwork Diploma Training.

Short Courses - Specific income received for the delivery of Unaccredited Training in various locations.

Take 5 (now The Play way) – Funding & Income received for delivery of this Training course.

Play Ranger Project – Funded by BBC Children In Need and delivered specifically in Rose Hill, Oxford.

Outreach - Specific income received for the delivery of services at various locations.

Playday - Specific funding received for a series of Community events.

Armed Forces Playday - Specific funding received for a series of Community events delivered within Armed Forces Communities

Oxlep – Funding specifically received for the delivery of the Level 2 Playwork Diploma in Banbury.

Street Play – Funding specifically received for the delivery of a Street Play project in Bicester.

Playbox Hire Scheme - Income received for the hire of OPA equipment and resources.

Childrens Scrapstore - Income received to assist with the project delivery and training of staff for Scrapstore Playpods in schools.

Playful Woodlands - Funding specifically received for the delivery of a Nature Play project in Blackbird Leys.

LIBOR (was RAF Benson Saturdads) - Funding specifically received for the delivery of a Saturdads and Stay & Play project at RAF Benson & Dalton Barracks.

Therapeutic Playwork - Funding specifically received for the delivery of a Therapeutic Playwork project at Bayards Hill school.

Playful Communities - Project has now completed, funding received to deliver small community events.

Play Infrastructure - Income and Funding received to support Play Infrastructure services in Cherwell District Council and South Northamptonshire District Council

The trustees have reviewed the balances on restricted funds and made transfers to unrestricted funds to cover overheads and when the projects are complete.

10 Related Party Transactions

There were no related party transactions in the period. (2017: Nil)