

Family Links (Educational Programmes) (A company limited by guarantee)

Report and Financial Statements

for the year ended

31st August 2019

Registered charity number: 1062514

Registered company number: 3323287

Report of the Trustees for the year ended 31st August 2019

The trustees present their annual report together with the audited financial statements of the charity for the year ended 31st August 2019 which are also prepared to meet the requirements of a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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 2016).

Chair's introduction to the annual report 2019

At the end of my fourth year as Chair it is very pleasing to be able to describe a period in which we have continued to stabilise but have also been able to remember our sense of ambition, looking upwards and outwards once more. Much has been achieved on both the financial front – returning us to a very positive place as the accounts testify – and in terms of us gaining even greater clarity and sense of purpose about what we need to do to increase our effectiveness and our reach. Our well attended Emotional Health symposium in November 2018 was a wonderful proof of that renewed spirit.

The accounts show an organisation which has been managed prudently but also with conviction by an excellent leadership team, who steered Family Links through a year in which external uncertainty has been all around us. As we all see local authorities under ever greater pressure (and Brexit, whoever's version, will only make this worse) we think we have already learned some key lessons about how to weather difficult times. We remain far from complacent, but I am confident we have a clear-eyed appreciation of where we are and the lever we have in times of trouble.

One of the best assets we have had over this year has been a cohesive and supportive team – a smaller team has inevitably meant a greater reliance on each and every member, and by that I mean everyone who works at Family Links. It has been a pleasure to see how unified the team has been and in what good heart. This impressive commitment extends also to the wider team of trainers across the country. They all share the credit for a very good year.

We have seen some departures from the Board of Trustees, but we have welcomed new talents in Hilary Emery, Martin Havelock and Wendy Rose who bring a fearsome combination of experience and skills to the board.

As we look to 2020 our ambition for the Family Links: the Centre for Emotional Health is greater than ever. We aim to push further into the fields of emotional health at school and at work as well as continuing to deliver in the area of parenting, at home, delivering a powerful and positive message that can help us all.

This report	covers the	twolvo-	month	period to	31ct	August 20	10
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Sarah Hargreaves

Report of the Trustees for the year ended 31st August 2019

Reference and administrative details

Charity number: 1062514 Company number: 03323287

Registered office: Units 2&3 Fenchurch Court, Bobby Fryer Close, Oxford, OX4 6ZN

Our advisers

Auditors Wenn Townsend, 30 St Giles, Oxford, OX1 3LE

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

Directors and trustees

The directors of the charitable company are its trustees. Trustees and officers serving during the year and since the year-end were as follows:

Trustees

Debbie Cowley (deceased 15 Sep 2018)
Hilary Emery (appointed 6 June 2019)
Vanessa Emmett
Sarah Hargreaves (Chair)
Martin Havelock (appointed 14 March 2019)
Shaila Khan
Geoffrey McDonald (resigned 14 Mar 2019)
Avril McIntyre
Rosalind Portman
Wendy Rose (appointed 6 June 2019)

Key Management personnel

Sarah Darton - Chief Executive Officer

Sally Alden – (Executive) Director of Funding and External Relations

Anne Tester – (Executive) Finance Director

Report of the Trustees for the year ended 31st August 2019

Structure, Governance and Management

Governing Document

Family Links (Educational Programmes) is a charitable company governed by its Memorandum and Articles of Association. The company was incorporated on 24th February 1997. At their AGM in November 2016, the trustees agreed to adopt a new constitution entitled "Family Links Articles of Association 15 November 2016", which replaced the Articles of Association dated 21 February 1997.

Appointment of Trustees

As set out in the Articles of Association, the chair of the trustees is elected by the trustees. New trustees are co-opted onto the board of trustees. The term of service for a trustee is 4 years, renewable once, hence is usually not more than 8 years. The trustees may extend the term of service. At each Annual General Meeting one quarter, or if their number is not four or a multiple of four, the nearest to one quarter, of the trustees must retire from office.

Trustee induction and training

Potential and new trustees are given a copy of the Charity Commission publication "The Essential Trustee: What you need to know", together with the most recent annual report, the development plan, a Trustees' Handbook and other relevant papers and materials relating to Family Links. They are invited to meet the staff and observe Family Links training courses, where appropriate.

Organisation

The board of trustees administers the charity. The board meets every three to four months. The Chief Executive Officer is appointed by the trustees to manage the day-to-day operations of the charity, and has delegated authority, within terms of delegation approved by the trustees, for operational matters, including finance, employment and training. The CEO is supported by the executive Director of Funding and External Relations, and the executive Finance Director. The leadership team includes the Head of Emotional Health at School, Head of Training, Head of Programmes, and Head of Operations and HR.

Pay policy

Family Links has a pay policy for senior staff, which ensures that salary decisions take into account motivation, retention, affordability, appropriateness for the sector and the beneficiary context, and impact on the organisation as a whole. The pay of all staff is reviewed annually and any increase is approved by the trustees. In the last two years, increases have been limited to 1.5% in total, but applied on a sliding scale between 0.5% and 4.5%, with lower paid staff receiving higher increments.

Related parties and co-operation with other organisations

None of the trustees receives remuneration or other benefit from their work with the charity. Family Links was a sponsor of Blackbird Academy Trust until September 2018 when it joined the United Learning Trust. We have continued to offer free training and support for staff in the Trust schools. The value of this offer amounted to £6,843 in the period under review (2018 - £2,932). Trustee donations to Family Links totalled £3,780 in the year (2018 - £6,375). In the 2018-19 financial year, a total of £951 was paid to a party related to the Finance Director for technical support of the online shop and electronic mailings (2018 - £816 for website development.)

Report of the Trustees for the year ended 31st August 2019

Objectives and activities

Summary of Purposes and Activity

The purposes of Family Links as set out in the objects contained in the company's memorandum of association are:

- To encourage and teach nurturing and relationship skills and the prevention of neglect and abuse, through schools, colleges and other educational settings; and
- To promote public understanding of the importance of the education of emotional self-awareness.

Family Links develops nurturing and relationship skills through the provision of training and resources for a wide range of professionals working with children and families, including teachers and other school staff, family support practitioners and health professionals. The Nurturing Programme underpins all our training courses with a focus on developing the emotional health and resilience of parents, children and teachers, and on the relationships between them. Emotional health in the workplace is an increasing area of public concern, having an impact on relationships at home and at work. Workplaces are offered consultation and training to enable them to develop the emotional health of employees and teams, and lay the foundations for good mental health. The aim of our activity is to enable all children and adults to realise their individual potential, enjoy positive relationships and live healthy and fulfilled lives.

Main Activities undertaken to further public benefit

In 2018-19, Family Links was able to continue and develop its activity to enable children and adults to realise their individual potential, enjoy positive relationships and live healthy and fulfilled lives, providing effective tools for building and sustaining emotional health. We have had the financial stability to develop our work further as the Centre for Emotional Health, at home, at school and at work and to continue our work for the public benefit through the following goals:

- 1. Reach more adults and children at home, at school and at work, through our training and resources;
- 2. Promote the importance of emotional health at home, at school and at work to enable adults and children to realise their potential, enjoy positive relationships and live fulfilled lives;
- 3. Assess the impact of our work and communicate it, becoming a centre of expertise on emotional health

Developing emotional health and an understanding of its fundamental importance in enabling all adults and children to live healthy and fulfilled lives is at the core of all our activity. It has never been more important to offer an asset based approach, rather than the deficit model of mental ill health and family breakdown. As the Mental Health Policy Commission Report (2018) states, "An individual's mental capital and mental well-being crucially affect their path through life. Moreover, they are vitally important for the healthy functioning of families, communities and society. Together, they fundamentally affect behaviour, social cohesion, social inclusion, and our prosperity."

Fundraising Activities

Our Director of Funding and External Relations completes grant applications and carries out fundraising activities with support from colleagues and trustees, in order to generate funds for the charity. While the majority of our income is generated by sales of trainings and resources, we rely on donations and grants to enable the running of specific projects, to cover some of our core costs, and to carry out programme development and evaluation. In the 2018-19 financial year, 65% of our donations and grants revenue (17% of total revenue) was generated for project related activity, and 35% (10% of total revenue) was raised towards programme development and evaluation, and core costs, We do not use professional fundraisers or involve commercial participators. There have been no complaints about fundraising activity this year or in previous years.

Report of the Trustees for the year ended 31st August 2019

Fundraising Activities (continued)

The charity has due regard to the Code of Fundraising Practice in the UK. All the charity's marketing activities are GDPR compliant and care is taken to ensure that they are not persistent or intrusive. Marketing e-mails contain clear details of how to unsubscribe to future communications and care is taken to limit the quantity of e-mails sent out.

Public Benefit

The trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

Achievements and Performance

Goal 1: Reach more adults and children at home, at school and at work, through our training courses and resources

Family Links has continued to reach more families through our training for practitioners working with parents; in the past year training was provided for 1,323 professionals or volunteers, enabling them to develop the emotional health of parents and children and improve family relationships. Practitioners are frequently working in more targeted ways and additional training was launched to increase their skills in Working with Families with Complex Needs. Alongside this, we developed a new resource to support one to one work with families who may be unwilling or unable to attend groups.

We continued our programme of work with the Muslim community, training and supporting volunteers from the UK Islamic Mission to deliver the Nurturing Programme for Muslim parents in mosques and community settings across the country. We also trained Madrassah teachers to create emotionally healthy learning environments in Madrassahs.

Our reach, as measured by distribution of parent resources, increased from the previous year with 14,391 parenting resources distributed, compared to 13,916 in the previous 12 months. In times of austerity it remains highly probable that practitioners are reusing resources with parents, or not providing them at all. This means that the measure used, whilst being consistent year on year, is increasingly likely to be an underestimate of the number of parents reached by the Nurturing Programme.

In order to reach a wider number of parents we also updated and re-launched the Nurturing Programme online, providing the course free to parents via Netmums and enabling parents who are reluctant or unable to attend groups to access the material. Since the relaunch in January 2019, 3660 parents have accessed the programme online.

Parents in the workplace were reached through webinars on Laying the Foundations for Good Mental Health in Children and Laying the Foundations for Good Mental Health in Teenagers, provided as part of an emotional wellbeing week for an international company.

We have continued to promote emotional health at school, working with schools to develop the emotional health and resilience of pupils and to create an emotionally healthy context for learning. We provided training for 350 staff in schools. With funding secured, it has been possible to work intensively with 4 schools in Oxfordshire, embedding a Whole School Approach to mental and emotional health, promoting the emotional health of the staff, the students and the parents. This work will continue with these schools next year with funding secured to work in this way with additional schools in Oxfordshire.

Goal 2: Promote the importance of emotional health at home, at school and at work to enable adults and children to realise their potential, enjoy positive relationships and live fulfilled lives

Family Links: the Centre for Emotional Health continues to be a thought leader in emotional health.

Report of the Trustees for the year ended 31st August 2019

Achievements and Performance (continued)

Through academic research and consultation we have developed a clear understanding of the assets of emotional health, including self-awareness, social awareness, self-beliefs, beliefs about others, self-agency, self-regulation and relationship skills. In November we held a symposium to explore the individual and societal cost of poor emotional health and how to increase wider understanding of the emotional health assets and how they can be developed. A larger conference is being planned for May 2020. Members of the team delivered presentations at numerous conferences and events, including events on mental and emotional health in the workplace.

Family Links remains actively involved with the Fair Education Alliance, the NCB coalition and working group on Young People's Mental Health and the All-Party Parliamentary Group on the first 1001 days.

Family Links continues to communicate with government, think tanks and MPs in order to develop and further the understanding of the importance of emotional health, in particular the importance of the parent child relationship. We also submitted a response to the government consultation on Relationships and Sex Education.

Our Learning Partnerships enable us to inform policy makers from a grass roots perspective and we are keen to expand this work.

Goal 3: Assess the impact of our work and communicate it, becoming a hub of expertise on emotional health

Following research on the Welcome to the World antenatal programme, two papers have been published in the British Journal of Midwifery:

Wadephul, F., Jones, C., Jomeen, J. (2019). 'Welcome to the World': parents' experiences of an antenatal nurturing programme

Jones, C., Wadephul, F., Jomeen, J. (2019). Maternal and paternal expectations of antenatal education across the transition to parenthood

Learning Partnerships are continuing with Manchester, Luton and Middlesbrough to review in depth the implementation and impact of Family Links programmes. All have shown statistically significant improvements in parents' and children's emotional wellbeing and/or self-efficacy.

We are continuing to evaluate our Whole School Approach and are working with the Relational Schools Foundation to pilot their Relational Proximity measure in primary schools.

A high priority for Family Links is to review our future research strategy in consultation with our academic advisers.

Financial review

Financial Position

2018-19 was a year in which revenue from training and resources saw a small increase. This was achieved in the context of being the first full year of working with our reduced staff base, enabling expenditure to drop further below the level of the previous financial years. The resulting surplus was sufficient to return our reserves to the level of security we had at the end of the 2015-16 financial year.

Income from parenting training courses increased for the first time since 2015-16. Demand for our 10-week programme increased once again and training in our teen programmes expanded further, revenue from both of these showing a 19% increase on the previous financial year, and together making up 82% of our training income (75% in 2017-18). Our new programme supporting practitioners who work with families with complex needs was launched, and the Parenting Puzzle Workshops, the Welcome to the World programme and training for practitioners who work on a 1:1 basis with families continued to run.

Report of the Trustees for the year ended 31st August 2019

Financial review (continued)

While 40% of our training in educational settings was funded by grants for specific projects, the remaining 60% was paid for by the schools, the level of direct income increasing to just beyond the 2017-18 level. Our training in Emotional Health in the Workplace continued to generate wide interest, which we hope to convert into higher actual take-up of training going forward.

Reduced expenditure was chiefly attributable to lower staff costs, which made up 88% of the decrease. Overheads also reduced a little with the lower staffing levels, and cautious expenditure on programme development and business development resulted in further savings.

Our planned income from donations and grants was lower than in previous financial years, and we achieved the target set, with a higher proportion of project-specific funds to core funding than previously. In 2018-19, restricted funding made up 65% of our donations and grants income, compared with 43% in the previous financial year. There has been a significant move towards the provision of funding to support our work in schools, where there is high demand but often insufficient means to pay, with a total of £75K raised towards this in the financial year under review (£60K in 2017-18).

Factors that may have an adverse effect on our financial performance going forward include: potentially cautious spending from Local Authorities and schools due to their funding constraints; uncertainty around the effects of Brexit on public sector funding; externally driven high-level focus on behaviour-management, compelling customers to use alternative programmes; increased demand on trusts and foundations leading to decreased likelihood of success in funding applications.

Principal risks and uncertainties

Our principal risks and uncertainties are documented in our risk register, which is maintained by the leadership team and reviewed annually by the trustees. It includes financial, operational and strategic areas of risk, as well as governance, reputational risk and external influences on our area of work. These risks have been reviewed, and systems and procedures to manage them have been implemented.

Reserves policy and going concern

We regularly review our reserves policy to take into consideration the long-term impact of necessary investment into programme development and evaluation, and the need for financial security in economically uncertain times. During our restructuring process in 2017 the trustees agreed that it was necessary for assuring continuity to keep a level of reserves sufficient to meet our closing costs plus two months' of operational costs. It is our policy to ensure that we maintain this level as a minimum, and aim for unrestricted reserves sufficient to cover closing costs plus six months' worth of operating costs. At the end of the 2018-19 financial year, this range is between £212K and £438K. Free reserves at 31st August 2019 totalled £573,469 which allows for a higher level of planned investment in the 2019-20 financial year. At the time of preparation of this report, the 2019-20 order book is slightly ahead of target, and we have no reason to doubt our continued operation as a going concern.

Plans for Future Periods

Our success over the last two years in re-establishing a good level of financial security not only allows us to continue in our mission to develop emotional health and resilience in adults and children, but gives us the freedom to consider areas where we can invest in programme development and furthering our reach. Our main activity focus will continue to be on emotional health at home, and we have agreed that additional expenditure to be incurred within the confines of meeting our revenue targets for the new financial year will include:

- Launch our training in Playful Parenting promoting attachment and early learning
- Hold a national conference on Emotional Health
- Digital development to improve our measure of family reach and impact;
- Further evaluation of our work with schools and families;

Report of the Trustees for the year ended 31st August 2019

Plans for Future Periods (continued)

- Extend reach to workplaces to promote an understanding of the importance of emotional health and how to develop it in individuals and teams;
- A bursary fund to support schools, individuals and organisations who would like to benefit from our training, but have limited means of payment.

Trustees' Responsibilities

The Trustees are responsible for preparing a trustee's annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and apply them consistently:
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue operating;

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to our auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charity's auditor is unaware, and
- the trustees, have taken all steps that they ought to make themselves aware of that information.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

By order of the board of trustees.	

Sarah Hargreaves (Chair) 10th December 2019

Independent auditors' report to the members of Family Links (Educational Programmes)

Opinion

We have audited the financial statements of Family Links (Educational Programmes) (the 'charitable company') for the year ended 31st August 2019 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cashflows and notes to the financial statements, 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 31st August 2019, 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 Companies Act 2006.

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 UK, including the FRC'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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

[continued ...]

Independent auditors' report to members of Family Links (Educational Programmes) (continued)

Matters on which we are required to report by exception

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

- the information given in the financial statements is inconsistent in any material respect with the trustees' report;
 or
- the charitable company has not kept adequate accounting records; 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 set out on page 8, 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.

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 regulations made under section 154 of that Act.

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.

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.

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 the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Lee Baker BA FCA
Senior Statutory Auditor
For and on behalf of Wenn Townsend
Statutory Auditor
Oxford

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Statement of Financial Activities (including income and expenditure account) for the year ended 31st August 2019

	Note £	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Unrestricted Funds £	Restricted Funds £	Total 2018 £
Income							
Donations and Grants	3	116,700	218,889	335,589	217,290	162,570	379,860
Income from charitable activities: Provision of training and development	4a	644,379	-	644,379	593,916	37,554	631,470
Sale of support resources	4b	277,176	-	277,176	265,255	-	265,255
Income from other activities: Gain on sale of fixed assets	5	-	-	-	250	-	250
Investment income	6	2,461	-	2,461	852	-	852
Total income		1,040,716	218,889	1,259,605	1,077,563	200,124	1,277,687
Expenditure							
Costs of raising funds: Fundraising costs	7	50,575	484	51,059	44,969	-	44,969
Expenditure on charitable activities: Cost of training and development	8a	618,953	197,292	816,245	789,105	149,476	938,581
Sale of support resources	8b	139,383	17,052	156,435	149,398	8,870	158,268
Total expenditure		808,911	214,828	1,023,739	983,472	158,346	1,141,818
Net income/(expenditure) and net movement in funds for the period		231,805	4,061	235,866	94,091	41,778	135,869
Reconciliation of funds Total Funds brought forward		360,914	94,927	455,841	266,823	53,149	319,972
Total Funds carried forward		592,719	98,988	691,707	360,914	94,927	455,841

The statement of financial activities includes all gains and losses recognised in the period.

All income and expenditure derive from continuing activities.

Balance Sheet As at 31st August 2019

		Note		2019		2018
Fixed asset	s		£	£	£	£
Tangible	e assets	13	19,250		28,450	
				19,250		28,450
Current ass	sets					
	rm investments bank and in hand	14	54,484 72,936 301,957 489,749		64,199 51,453 200,000 344,594	
		_	919,126		660,246	
Creditors:	amounts falling due within one year	15 _	(246,669)		(232,855)	
Net current	assets			672,457		427,391
	Net assets			691,707		455,841
The funds of	of the charity:					
	cted income funds ed income funds	17		592,719 98,988		360,914 94,927
	Total charity funds			691,707		455,841 ———

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime. The financial statements on pages 11 to 24 were approved by the Trustees on 10th December 2019 and signed on their behalf by:

Rosalind Portman	

Registered Company No: 3323287

Statement of Cash Flows for the year ended 31st August 2019

	Total 2019 £	Total 2018 £
Cash flows from operating activities		
Net movement in funds	235,866	135,869
Adjustments for: Depreciation Interest receivable	16,222 (2,461)	27,486 (852)
Working Capital Changes: Movement in current assets: (Increase)/decrease in stock Decrease/(increase) in debtors	9,715 (21,483)	(5,288) 74,462
Movement in current liabilities: (Decrease) in creditors	13,814	(86,361)
Net cash (outflow)/inflow from operating activities	251,673	145,316
Cash flows from investing activities Interest received Purchase of tangible fixed assets Value of fixed asset disposals	2,461 (7,022)	852 (12,697) 95
Cash used in investing activities	(4,561)	(11,750)
Increase/(decrease) in cash and cash equivalents in the period	247,112	133,566
Cash and cash equivalents at the beginning of the period	544,594	411,028
Total cash and cash equivalents at the end of the period	791,706	544,594

Notes to the accounts for the year ended 31st August 2019

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

Family Links is a company limited by guarantee in England and Wales, and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities is to encourage and teach nurturing and relationship skills and the prevention of neglect and abuse, through educational institutions, families and the community, and to promote public understanding of the importance of education of emotional self-awareness.

The charity constitutes a public benefit as defined by FRS 102. 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2017), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling, which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

c) Income

Income is included when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of training courses being provided is deferred until the criteria for income recognition are met (see note 14).

Notes to the accounts for the year ended 31st August 2019 (continued)

Accounting policies (continued)

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is either upon notification of the interest paid or payable by the bank or after calculation of interest due based on terms of the deposit certificate.

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

g) Expenditure and irrecoverable VAT

Expenditure is included once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise a proportion of employment costs of staff working on fundraising events and grant applications, and any costs accruing to those activities.
- Expenditure on charitable activities includes all costs incurred in providing training courses and in supplying support resources, as well as costs incurred in developing new training formats and resources and other programme delivery costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are the functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include the cost of external relations, business development, evaluation, operational back office costs, finance, personnel, payroll and governance costs which support the charity's activities. The bases on which support costs have been allocated are set out in notes 9 and 10.

i) Operating leases

The charity classifies the lease of photocopiers and mobile phones as operating leases; the title to the equipment remains with the lessor, and the equipment is replaced at the end of the lease term. Rental charges are charged on a straight line basis over the term of the lease.

Notes to the accounts for the year ended 31st August 2019 (continued)

Accounting policies (continued)

j) Tangible fixed assets

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives as follows:

Leasehold improvements over the life of the lease Computer equipment 33 1/3% straight line Other office equipment 20% straight line

Website costs are accounted for through the statement of financial activities in the year in which they are incurred, and are not capitalised.

k) Stock

Stock consists of printed books, games, training resources and purchased goods for resale. Stocks are valued at the lower of cost and net realisable value. Donated items of stock are included at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Debtors

Trade debtors are recognised at the settlement amount, and prepayments are valued at the amount prepaid.

m) 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.

n) Creditors and provisions

Creditors and provisions are included where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

o) Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution pension scheme. The cost of the contributions made to the scheme is charged to the SOFA as is becomes payable. The charity also runs an auto-enrolment pension scheme to comply with statutory requirements. The defined contribution from the charity is paid as the employer's contribution, whilst the employees' contributions are kept in line with the statutory minimum provision. Employees choosing to opt out of the auto-enrolment pension continue to have the employer's contribution made to their personal pension.

p) Taxation status

The charitable company is a registered charity with no trading activities and therefore has no liability to corporation taxation.

Notes to the accounts for the year ended 31st August 2019 (continued)

3	Income from donations and grants	Unrestricted	Restricted	Total 2019	Total 2018
		£	£	£	£
	Legacies				
	The Estate of Lady Anne Pease	-	-	-	10,000
	Donations				
	The Constance Travis Charitable Trust	-	-	-	4,000
	Mr and Mrs Emmett	2,000	-	2,000	1,875
	Inchcape Foundation	2,500	-	2,500	2,000
	John Swire 1989 Charitable Trust	1,000	-	1,000	1,000
	Mr David Pease	-	-	-	1,750
	Mrs Rosalind Portman	-	1,780	1,780	6,375
	Mr Jared Smith	-	-	-	4,938
	The Wyfold Charitable Trust	-	-	-	2,500
	Others	4,954	-	4,954	4,014
	Gift Aid and GASDS recoverable	1,246	-	1,246	2,088
		11,700	1,780	13,480	30,540
	Grants				
	A D Charitable Trust	20,000	_	20,000	20,000
	The Chapman Charitable Trust	· -	2,000	2,000	, -
	Core Filing	_	5,000	5,000	5,000
	Doris Field Charitable Trust	_	1,500	1,500	1,000
	The Dulverton Trust	25,000	-	25,000	25,000
	The Esmée Fairbairn Foundation		50,675	50,675	49,853
	Garfield Weston Foundation	30,000	-	30,000	-
	John Ackroyd Charitable Trust	33,333	5,000	5,000	10,000
	John Swire 1989 Charitable Trust	10,000	-	10,000	40,000
	The Kiawah Charitable Trust	-	_		33,000
	St Michael's and All Saints	_	5,000	5,000	5,000
	The Robert & Margaret Moss Charitable Trus	t -	1,000	1,000	1,000
	The Pilgrim Trust	_	21,390	21,390	
	The Pye Charitable Trust	_	1,500	1,500	_
	Private Grant	_	57,344	57,344	54,467
	The Rank Foundation	_	36,700	36,700	54,407
	The Rayne Foundation	_	50,700	50,700	15,000
	The Schroder Foundation	_	_		30,000
	The Tedworth Charitable Trust	_	20,000	20,000	20,000
	The Treebeard Trust	20,000	20,000	20,000	20,000
	The Wates Foundation	20,000	10.000	·	
	THE Wates Foundation		10,000	10,000	10,000
		105,000	217,109	322,109	339,320
	Total Legacies, Donations and Grants:	116,700	218,889	335,589	379,860

No income was generated during the period from Government grants. Other donors included J R Hunt, R Clark and Complete IT. We are grateful to all donors for their generosity and support.

Notes to the accounts for the year ended 31st August 2019 (continued)

4 Income from charitable activities

	a) Training and development	Unrestricted	Restricted	Total 2019 £	Total 2018 £
	Training, development and courses	452,777	-	452,777	463,887
	The Parenting Puzzle sold with trainings	8,920	-	8,920	14,862
	Games and manuals sold with trainings	87,312	-	87,312	64,828
	Reimbursed expenses from trainings	95,370	-	95,370	87,893
		644,379	-	644,379	631,470
	b) Sale of support resources: The Parenting Puzzle Games, manuals and other resources	139,809 137,367 277,176	-	139,809 137,367 277,176	135,701 129,554 265,255
5	Income from other activities Income from sale of fixed assets Proceeds on sale of fixed assets Net book value of fixed assets			- -	345 (95)
	Gain on sale of fixed assets				250 ====

6 Investment income

All of the charity's investment income of £2,461 (2018 - £852) arises from money held in interest bearing deposit accounts.

7	Analysis of fundraising	costs	Unrestricted	Restricted	Total 2019	Total 2018
		Note	£	£	£	£
	Wages and salaries		29,153	_	29,153	27,041
	Pensions		1,841	-	1,841	1,465
	Consultancy		400	-	400	-
	Fundraising event costs		-	-	-	243
	Entertainment and subsci	riptions	386	-	386	350
	Travel and subsistence	•	769	-	769	440
	Governance costs	9	494	-	494	374
	Support costs	10	17,532	484	18,016	15,056
			50,575	484	51,059	44,969

Notes to the accounts for the year ended 31st August 2019 (continued)

8 Analysis of expenditure on charitable activities

a) Training and development	Unrestricted	Restricted	Total 2019	Total 2018
Note	£	£	£	£
Wages and salaries Pensions Consultancy and freelance trainers Travel, accommodation and subsistence Training materials Games, manuals and resources Carriage of resources Venue hire and refreshments Evaluation and development costs Promotion costs Website maintenance Professional indemnity insurance Governance costs 9 Support costs 10	194,416 16,280 99,211 39,855 5,048 14,312 2,931 29,260 4,132 26,769 3,376 1,961 4,939 176,463	113,021 4,536 29,880 11,157 6,559 14,390 309 10,620 200 1,780	307,437 20,816 129,091 51,012 11,607 28,702 3,240 39,880 4,332 28,549 3,376 1,961 4,939 181,303	357,374 21,868 154,669 42,695 7,084 24,553 3,288 59,403 12,993 28,505 2,282 2,305 5,251 216,311

b) Support resources		Unrestricted	Restricted	Total 2019	Total 2018
	Note	£	£	£	£
Wages and salaries		46,597	-	46,597	48,307
Pensions		2,945	-	2,945	2,932
Games, manuals and resources		49,571	16,326	65,897	64,335
Carriage of resources		13,232	-	13,232	13,627
Governance costs	9	741	-	741	705
Support costs	10	26,297	726	27,023	28,362
		139,383	17,052	156,435	158,268

9 Allocation of Governance costs

Training & development £	Sale of support resources £	Fund- raising £	Total 2019 £	Total 2018 £
3,457	518	346	4,321	3,660
10	2	1	13	912
1,211	182	121	1,514	1,377
ts 261	39	26	326	381
4,939	741	494	6,174	6,330
;	& development £ 3,457 10 1,211 sts 261	Training support resources £ 3,457 518 10 2 1,211 182 ats 261 39	Training support resources £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £ £	Training support Fund- & development resources £ £ £ £ 3,457 518 346 4,321 10 2 1 13 1,211 182 121 1,514 ats 261 39 26 326

Notes to the accounts for the year ended 31st August 2019 (continued)

10 Allocation of support costs

a) Unrestricted	Training & development £	Sale of support resources £	Fund- raising £	Total 2019 £	Total 2018 £
Postage, stationery		_	_	_	_
and photocopying	8,578	1,287	858	10,723	9,375
Telephone and internet	4,218	633	422	5,273	5,418
Insurance	1,915	287	192	2,394	1,900
Rent and rates	46,123	6,918	4,612	57,653	51,135
Repairs and maintenance	6,312	947	631	7,890	6,225
Utilities	3,615	542	361	4,518	5,683
Wages and salaries	68,169	10,225	6,817	85,211	111,274
Recruitment costs	1,147	-	-	1,147	1,010
Pensions and death in service	5,607	841	561	7,009	9,863
Other staff costs	-	-	-	-	4,037
Staff development	3,275	491	328	4,094	2,074
Depreciation	12,978	1,947	1,298	16,223	27,487
Computer and ISP costs	14,473	2,171	1,447	18,091	26,323
Doubtful debts written off/(back)	-	-	-	-	(2,354)
Subscriptions	53	8	5	66	279
	176,463	26,297	17,532	220,292	259,729

Support costs are allocated proportionately based on the level of staff costs in each area of activity.

b) Restricted	Training & development £	Sale of support resources £	Fund- raising £	Total 2019 £	Total 2018 £
Wages and salaries Pensions Other staff costs	3,797 243 800	570 36 120	380 24 80	4,747 303 1,000	- - -
	4,840	726	484	6,050	_

		2019 £	2018 £
Auditors remuneration	- audit services	4,321	3,660

Notes to the accounts for the year ended 31st August 2019 (continued)

11 Staff costs

The average number of employees during the period was 15 (full time equivalents: 12) (2018: 17, FTE: 14).

The charity contributes 7% of an employee's basic pay to personal pension schemes chosen by the individual employees. The cost of the contributions made is charged to the SOFA as it becomes payable. The charity also set up an auto-enrolment pension scheme in line with statutory requirements, on the 1st June 2016. The full 7% contribution from the charity is paid as the employer's contribution, whilst the employees' contributions are kept in line with the statutory minimum provision. Employees choosing to opt out of the auto-enrolment pension continue to have the employer's contribution made to their personal pension. The total employer contributions for the period are disclosed below. Unpaid contributions at the balance sheet date amounted to £4,188 (2018: £2,816). Redundancy costs were incurred during the 2017-18 financial year as a result of reorganisation and internal restructuring. All liabilities were recognised at the point at which the employee was notified of the decision.

Staff costs were	Total 2019 £	Total 2018 £
Wages and salaries	442,616	476,608
Social security costs	30,530	42,783
Other pension costs	32,912	36,128
Redundancy costs		24,605
	506,058	580,124

The total remuneration paid to Key Management in the year to 31st August 2019 was £140,108 (2018 - £159,113). No members of staff received annual emoluments over £60,000. (2018 - 0).

12 Trustees' remuneration and expenses reimbursed

No remuneration was paid to the Trustees during the period (2018: Nil). No Trustee claimed reimbursement for travel expenses during the period (2018 - 1 - £88).

equipment £ £ Cost:	£ 75,026
Cost:	
At 1st September 2018 29,127 145,899 17	
Additions - 7,022	7,022
Disposals - (34,165) (3	34,165)
At 31st August 2019 29,127 118,756 14	47,883 ———
Depreciation:	
·	16,576
· · · · · · · · · · · · · · · · · · ·	16,222
Eliminated on disposal - (34,165)	34,165)
At 31st August 2019 29,127 99,506 12	28,633
Net book value:	
At 31st August 2019 - 19,250 - 19,250	19,250
At 31st August 2018 - 28,450 2	28,450

Notes to the accounts for the year ended 31st August 2019 (continued)

14	Debtors	2019 £	2018 £
	Trade debtors Other debtors VAT reclaimable Prepayments Accrued income	46,942 - - 25,281 713	23,022 2,853 1,499 23,962 117
	Accided income	72,936	51,453
15	Creditors		
	Trade creditors PAYE/NI VAT payable Other creditors and accruals Deferred income	10,335 14,224 324 9,164 212,622 246,669	21,968 11,410 - 10,273 189,204 - 232,855
	Deferred income relates to payment in advance of services to be	provided mostly	y in the 2019-20 period.
	Balance as at 1 st September 2018 Amount deferred in period Released to SOFA in period Balance as at 31 st August 2019	189,204 143,910 (120,492) —	226,676 120,196 (157,668) ———————————————————————————————————

16 Financial commitments

At 31st August 2019 the charity had total commitments under non-cancellable leases as follows:

	Plant and 2019 £			nd buildings 2018
Expiry date:	L	£	£	£
Not later than one year	-	388	36,800	36,800
Later than one and not later than five years	-	-	101,200	138,000
Later than five years	-	-	-	-
Total commitments		388	138,000	174,800

Notes to the accounts for the year ended 31st August 2019 (continued)

17 Restricted funds

Purpose of Fund	Balance at 1 st September 2018	Incoming resources	Resources expended	Balance at 31 st August 2019
r di podo di r dila	£	£	£	£
Support in BAT schools	2,717	2,500	5,217	-
Further Islamic Community Work	13,934	-	13,934	-
Free resources to Oxfordshire Schools	1,351	-	1,351	-
Expansion of work with Muslim families	14,303	50,675	55,615	9,363
Support of Blackbird Leys Parenting Groups	267	1,500	1,767	-
Head of Programmes Costs Support	1,359	45,000	41,416	4,943
Teens Programme expansion	9,348	10,000	11,826	7,522
Three Oxford Schools Project	51,648	29,325	51,648	29,325
Parenting Mentoring Project	-	21,390	21,390	-
Whole School Approach Project	-	15,000	5,681	9,319
Emotional Health Symposium	-	1,780	1,780	-
Research Lead support	-	2,000	2,000	-
Expansion of Workplace Programme	-	10,700	144	10,556
Staff training	-	1,000	1,000	-
Additional Oxford School Project	-	28,019	59	27,960
	94,927	218,889	214,828	98,988

Comparative period information

Purpose of Fund	Balance at 1 st September 2017	Incoming resources		Balance at 31 st August 2018
·	£	£	£	£
Support in BAT schools Islamic Community work	- 1,111	5,000	2,283 1.111	2,717
Further Islamic Community Work	15,000	15,000	16,066	13,934
Free resources to Oxfordshire Schools Expansion of work with Muslim families	1,000 11,038	1,000 49,853	649 46,588	1,351 14,303
Internships at Family Links Support of Blackbird Leys Parenting Groups	-	4,934 1,000	4,934 733	- 267
Consultancy on Independent Schools	25,000	1,316	26,316	1 250
Head of Programmes Costs Support Teens Programme expansion	-	20,000 10,000	18,641 652	1,359 9,348
Three Oxford Schools Project National Parenting Project	-	54,467 37,554	2,819 37,554	51,648 -
	53,149	200,124	158,346	94,927

Notes to the accounts for the year ended 31st August 2019 (continued)

18 Analysis of net assets between funds

Analysis of net assets between funds			
	Restricted Funds £	Unrestricted Funds £	Total Funds £
Tangible fixed assets	_	19,250	19,250
Stock	_	54,484	54,484
Debtors	_	72,936	72,936
Cash at bank and in hand	98,988	692,718	791,706
Current liabilities	-	(246,669)	(246,669)
Net assets at 31st August 2019	98,988	592,719	691,707
Comparative period information	Restricted Funds £	Unrestricted Funds £	Total Funds £
Tangible fixed assets	-	28,450	28,450
Stock	-	64,199	64,199
Debtors	-	51,453	51,453
Cash at bank and in hand	94,927	449,667	544,594
Current liabilities	<u> </u>	(232,855)	(232,855)
Net assets at 31st August 2018	94,927	360,914	455,841