

Lifeworks Charity Limited

(A Charitable Company Limited by Guarantee)

Annual Report and Financial Statements

For the Year Ended 31 March 2019

Company Number: 03177139

Charity Registered in England and Wales Number: 1054167

Lifeworks Charity Limited
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Lifeworks Charity Limited
Reference and Administrative Details
For the Year Ended 31 March 2019

Trustee Directors	P J J Clarkson - Chair M J Boon I Thompson
Chief Executive	R Hanlon (until May 2019) B Harty (from May 2019)
Charity Director	J Parsons
Operations Director	T Tozer (until March 2019)
Charity Number	1054167
Company Number	03177139
Principal Address and Registered Office	Blackers Park Road Dartington Hall Totnes Devon TQ9 6EQ
Auditors	Albert Goodman LLP Goodwood House Blackbrook Park Avenue Taunton Somerset TA1 2PX
Bankers	Lloyds Bank plc Fore Street Totnes Devon TQ9 5HH National Westminster Bank plc Courtenay Street Newton Abbot Devon TQ12 2EE
Solicitors	Nash & Co Solicitors LLP Beaumont House Beaumont Park Plymouth PL4 9BD

Lifeworks Charity Limited

Trustees' Report

For the Year Ended 31 March 2019

The Trustees, who are also directors of the Charity for the purposes of the Companies Act, present their annual report (incorporating the directors report as required by company law) and audited financial statements for the year ended 31 March 2019. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements, comply with the Charity's governing document, applicable law and the requirement of the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP FRS 102) (implemented 1 January 2015), and are in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Lifeworks Charity Limited is a charity and a charitable company and is variously referred to throughout this report as either "the Charity" or "the Company". The Charity operates under the name of "Lifeworks". It was incorporated 25 March 1996 as a company limited by guarantee, governed by a memorandum and articles of association. The charity was previously named "The Bidwell Brook Foundation Limited" but changed its name on the 15 February 2013 to "Lifeworks Charity Limited". Its company number is 03177139 and its Charity registration number is 1054167. The registered office is Blacklers, Park Road, Dartington Hall, Totnes, Devon, TQ9 6EQ.

References and Administrative Details

Administrative information is given in a separate section at the front of these accounts.

Directors and Trustees

The directors of the Company are the Charity's trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The Trustees serving during the period and since the period end are as follows:

- Mr P J J Clarkson Chair
- Mr M J Boon
- Ms M Devlin (resigned 09 September 2019)
- Mr J V E F O'Connell (resigned 30 April 2019)
- Mr F Reed (resigned 19 June 2019)
- Ms C Snell (appointed 10 January 2019 and resigned 20 March 2019)
- Mr I Thompson (appointed 25 April 2018)
- Ms C Willcocks (resigned 25 April 2018)

None of the Trustees have any beneficial interest in the Company. All of the Trustees are members of the Company and guarantee to contribute £10 in the event of a winding up.

Structure, governance and management

The Board of Trustees ("BOT") oversees the administration of the Charity and meet formally a minimum of four times during the year. In addition, a number of strategy meetings took place during the year with Trustees and members of the Senior Lifeworks Team (considered to be the Key Management Personnel).

A Finance Sub-Committee reports to the Board and two Trustees attended its meetings during the year.

Day to day management of the Charity is delegated to the Chief Executive, who delivers this alongside the Senior Leadership Team. The Trustees take advice from external professionals dependant on the nature of the support that they need.

The charity uses a variety of methods for attracting Trustees which include recommendations and external and internal advertising. The charity mainly advertises in the volunteering community and on our website.

In terms of the process, the charity asks for a CV, from there it is usual for the candidate to meet on an informal basis with the Chief Executive (CEO). Once this has happened they would be asked to complete an application form and are invited to an interview which is usually attended by the CEO, HR Manager and representation from the BOT. Standard safer recruitment practices are applied in line with policy and procedure which includes obtaining 2 satisfactory references and an enhanced DBS check. In addition to this they are also required to complete a declaration of eligibility.

All new Trustees receive a Charity Induction which includes visiting the service areas and being introduced to staff. They also undertake a number of e-learning courses which include safeguarding, MCA & DOLS and GDPR. The most recent tranche of Trustees have also attended governance training which will become part of any new Trustees induction in the future.

As part of the Charity Induction they will meet with each Director so that they are able to gain an understanding of the role, this will include both financial and operational aspects.

The arrangements for setting the pay and remuneration of Key Management Personnel

Senior executive pay is linked to that of other directors and is set after considering organisation turnover, number of employees, in-job risk, pay of other directors and any other benefits and incentives and benchmarking within the charitable sector using identified pay surveys such as ACEVO.

Pay scales for managers, administration support staff, care team and ancillary staff are bench marked against comparable roles, level of relevant qualifications and ability to recruit within the locality.

Public Benefit

The Trustees have due regard for the Charity Commission's guidance on public benefit and have completed a public benefit review and concluded that the activities during the year are in accordance with the Charitable Objectives of the Charity and satisfy the requirements of identifiable benefit to the public.

Objectives & Activities

The object of the Charity is to provide support to individuals with learning disabilities through the provision of services and advice aimed at improving the conditions of their lives, their families, and their futures. The Charity supports people with learning disabilities to have a great life.

Lifeworks provides outstanding needs-led services to children, young people and adults with learning disabilities and their families so that they can and do develop the skills and confidence to always reach their full potential. We believe that everyone has the right to a happy, safe and fulfilled life and that raising aspirations will lead to ambitious futures.

We achieve this by delivering aspirational programmes and services and we work in partnership with others to ensure the right support is provided at the right time in the right way. We are a learning organisation, we invest in our staff and believe that everything we do must be outstanding for those who use our services, their families and those who invest in us. We deliver support through many ambitious needs-led services in care, education, community projects and sport.

Robins Respite and Life Skills Centre opened in 1999 and was funded and built by Lifeworks Charity with full ownership of the freehold. It has full registration with The Office for Standards in Education (Ofsted). Its mission is to provide short breaks to children with learning disabilities up to 20 years of age, in a caring, welcoming and engaging environment. The aim is to develop independence, confidence and self-esteem and for families to have time off. It is open 7 days a week for 52 weeks of the year and offers overnight, 24 hour or short break stays. At present, it has 6 bedrooms for short breaks and supports families from all over the South West who, without this provision, would struggle to continue caring for their child. Robin's gives carers the break that helps keep families together.

Robins also offers 4 full-time residential beds in two separate apartments. These beds are primarily offered to local children who cannot be cared for at home by their family. This allows them to stay in the area, continue at the same school, support their continuity and stability and keep them in touch with their family, friends and community.

Revenue funding for both the short breaks and longer term residential placements is mainly commissioned by the local authority placing the child, but we rely on fundraising to develop Robins and improve the facilities for the children staying with us.

Sesame is a residential house for young adults with learning disabilities. It is situated in Torquay and has 4 bedrooms. The house was bought by Lifeworks and opened as a care home in September 2009 after a major refurbishment programme. It has full registration with the Care Quality Commission (CQC). Its mission is to continue the support we give families by providing full residential care for young adults. It supports people who are not capable of accessing full independence or supported living by providing care in a safe and accessible home. Sesame aims to move these young people towards a more independent and fulfilling life by continuing their learning and accessing a broad range of activities in the community.

Revenue funding is through the local authority placing the young person but we fundraise to develop both the environment and the community involvement to enhance the independent outcomes of the people living with us.

Objectives & Activities (continued)

Specialist College of Further Education is based in Dartington and opened in September 2011. It is a specialist college for students aged 16 to 25 years with a range of learning disabilities. It is fully registered with The Department of Education, has been recently accredited by the Education and Skills Funding Agency (ESFA) and is inspected by Ofsted. It offers a comprehensive programme of personal, social and vocational education on a day basis. The college rents its own buildings but also accesses the community for activities and work placements. Staff work closely with the students' families, local businesses and outside agencies to deliver its main outcomes of independence, personal development, employment and community involvement.

Student places are funded through Local Authority FE commissioning, the ESFA and DWP funding for supported internships. We fundraise to develop the facilities and the growth plan so we can support more students in the future.

Community projects is the umbrella title for all our community activities which brings together Kool Clubs, Holiday Projects, Breaking the Barrier and the Young Volunteers Programme. There is planned expansion and growth within these programmes and additional initiatives to allow young people greater access to community activities that link to transition and preparing for adulthood.

Kool Club. The first club opened in 1999. The Kool Club ethos and mandate is to provide a recreational and educational youth club for teenagers with learning disabilities by providing diverse opportunities for socialising, developing friendships, offering support for families and carers and progressing skills essential for independent living. The clubs run on Saturdays from a youth centre and are staffed by experienced Lifeworks staff. The wide range of activities support the young people to access the community and bring together what has been learnt at school and home to support their transition into being an active member of their local community.

The clubs are funded through direct payments, commissioning, parental contributions and fundraising.

The Holiday Project is a programme of weekly activities during the school holidays that was piloted in 2014 as the Summer School. The project is being developed in partnership with young people age 12-18 plus a wide network of activity providers and cultural venues across Devon. It provides recreational and leisure opportunities across each holiday that enrich and extend experiences and offer young people with learning disabilities a sense of community, belonging and independence.

Breaking the Barrier is a sport inclusion project whose ethos can be used within any sport to break open opportunities for young people who find it difficult to access these sports because of their learning disabilities. Breaking the Barrier surf days are an annual programme. The charity organises free days of surfing experiences to children with autism and learning disabilities around the South West. The aim is to encourage and support on-going surfing and support surf schools with the teaching of children with a learning disability through training, advice and equipment. The participants are encouraged and supported to continue the sport in their locality with national surf schools. We also offer other sport inclusion events, such as cycling, to enlarge the options and as a way of empowering young people with learning disabilities in sport.

The events are funded by a package of fundraising initiatives and sponsorship.

Objectives & Activities (continued)

Young Volunteers Programme (Extraordinary Young People) is a new initiative. Lifeworks provides mentorship and training to enable project participants to develop their vocational interest, to undertake work experience placements as they progress towards employment, and for the organisations they are placed with to become Disability Confident employers.

The programme is funded by the Department for Work and Pensions for 18+ and fundraising initiatives for under 18.

Lifeworks Central Services comprises operations management and administration, including an office base for Community Projects, charity management inclusive of Finance and Fundraising and Human Resources inclusive of Training and Payroll. The central team supports the service managers to publish all the charity's brochures and marketing resources, fundraises for existing and future programmes, projects and events, plans and manages all the charity's activities with the support and scrutiny of the Board of Trustees. The team have a strategic planning brief, supervising all operational and financial activities and reporting to the Trustees. They are responsible for submitting all bids to charitable trusts, foundations and corporate bodies as well as contracting with local authorities and government departments. The team are also responsible for the support material, contracts, recruitment, employment management, marketing, procurement and administration of all the charity does and has a pivotal role in liaising with purchasers and supporting families.

Achievements & Performance

Robins continues to be the largest provider of residential respite over-night short breaks in the South West for children with learning disabilities. It continues to be well managed and have a highly motivated and expert caring staff team. Robins fulfils the needs of families by personalised respite planning and often by reacting to their requirements at short notice and being flexible. This year Robins provided full time residential placements for 6 young people within the two apartments and short breaks for 29 children and families. We have also been able to provide a number of crisis overnight short breaks. Many of the young people have additional needs to their learning disability, such as autism and life limiting conditions.

A new Registered Manager started in May 2018. In December 2018 Robins received a Good OFSTED full inspection rating and the care and support was recognised as a positive experience, with the children and young people making good progress emotionally and socially. The leadership is also described as positive, with high expectations for the young people and their care. A clear development plan is in place for the home with a focus on capturing progress and celebrating the outcomes of children, further developing communication profiles for the young people, and overcoming the sector-wide challenge in recruiting, inducting and training high quality staff.

Robins has good parental engagement and links with the wider community. The young people enjoy a wide variety of activities in and out of the home, including trips to holiday venues around the country. The home has good links with the local community and young people go to the local youth club every week. Parents say that the home is 'amazing' and 'excellent', and that their young people really enjoy their short breaks.

The home environment has continued to be invested in with internal decoration, new bathrooms and kitchen facilities to create a homelier feel. Robins has a continuous development and improvement plan underpinned by the Lifeworks 3 Year Strategy.

Achievements & Performance (continued)

Sesame continues to be a happy and well managed home. There continues to be an excellent stable staff team who have enhanced training and work together to achieve some excellent outcomes for the residents. The CQC made an unannounced inspection in April 2018 and rated Sesame as Good in "Is the service caring" and "Is the service responsive". Three areas Required Improvement and an action plan was implemented by the new Registered Manager and staff team. The service was inspected in May 2019 and was rated as Good across all the areas reflecting the dedication and skills of the team.

The home was fully occupied for most of the year. However, towards the end of the year one person moved to a service which better met their complex needs. The adults who live at Sesame all have additional needs to their learning disability and partnership working with the Intensive and Assessment Treatment team has supported staff skills and competence in areas such as positive behaviour support. All staff now undertake the Care Certificate which has lifted the qualifications level of all our staff. The home has continued to be developed with a sensory garden for residents and there is good parental engagement with positive parent feedback. The residents continue to be increasingly involved in the community and each have a full programme of activities every day.

Specialist College of Further Education. The 2017/18 academic year ended with all students achieving their outcomes and a very successful end of term awards day attended by parents and visitors. There were 13 students during the year and the College started Supported Internships as a route towards enabling students to become work ready. The college was accredited by the ESFA and is now funded through this and local authority FE funding. Referrals for September 2019 were positive and there are 15 students on roll. Student outcomes were very successful, especially in work placements, and we offered a diverse range of curriculum-based learning as well as health and fitness activities.

Our OFSTED rating from the last inspection is Good and we expect another inspection in the near future. During the year we had a visit by the Devon County Council Quality Assurance team and received positive feedback. We have a continuous improvement plan and the success is due to a talented staff team that are committed to the students. This is reflected in the giving of their own time to support Duke of Edinburgh awards and student activities.

Lifeworks successfully purchased a plot of land in Dartington upon which a new facility will be built. The plans will include an expanded FE College to increase the number of students and the level of disability that can be supported. In addition, we will be relocating our Community Projects and Central Services teams to the new building to give a stronger cohesion across the charity, a higher corporate profile and an enhanced presence in the region. Planning work will be started in 2019/2020.

Community Projects now includes our Kool Clubs, Breaking the Barrier, The Young Volunteers Programme and The Holiday Project as well as partnerships and arts projects.

This year Holiday Projects were very popular with 98 - 100% take up of places over the school holidays and half term breaks. 90% of parents/carers who provided feedback reported their children/young people had become more confident, learned new skills, tried something new and had become more physically active. 80% of young people who participated in Keep Calm and Do It Anyway, a mental wellbeing pilot programme, reported an increase in wellbeing as evaluated through the Warwick and Edinburgh Mental Wellbeing Scale. In addition, working with the Branchline partnership, South Devon Railway, Newton Abbot Town & GWR Museum, we ran the ALL ABOARD project which successfully connected learning disabled children and young people with their local heritage.

Lifeworks Charity Limited

Trustees' Report

For the Year Ended 31 March 2019

Achievements & Performance (continued)

In response to the young people who use the Kool Clubs, we introduced a new and improved activity programme with a much-enlarged involvement in the community, keeping physically active and making connections with the arts and sport e.g. a rowing event with the Brixham Gig Club. We had 24 club members and the partnerships that have been forged have greatly enhanced the outcomes and range of activities for the young people.

Breaking the Barrier consisted of three events: surfing at Saunton, cycling at Torbay Velopark and surfing at Bigbury-On-Sea. Across the three events, we provided adventure sport opportunities for 139 young people, 37 siblings and 30 parents. 85 volunteers supported the delivery of these events, ranging from Devon CC Children's Service Managers, The Wave Project, local Samba bands, WESC Foundation course leaders to members of staff from Mercers, a corporate sponsor based in Exeter. These events continue to give young people with learning disabilities the opportunity to grow in confidence and surprise everyone. One family coming for the first time did not actually believe they would get their 'anxious' daughter into the water and it was a total surprise when, with the support of two surf coaches, she was soon steering through the waves to catch the surf.

Lifeworks Young Volunteers. Working through the Branchline arts partnership, 12 Young Volunteers led the development of Ordinary Art, a brand new festival for Dartington. They attracted the participation of over 100 learning disabled young artists from across the South West; investment from local, regional and national funders; reached an online audience of 7000 through marketing the event and an actual event audience of 466. Ordinary Art young curators also achieved their Silver Arts Award.

With funding from the DWP and Children in Need, we developed Extraordinary Young People. Through this programme we are supporting 10 young adults (18+) to follow their vocational aspirations. 4 are already in work placements and we are working with the employers to support them to gain Disability Confident accreditation. We also worked with young people (18 and under), a part of which was to develop a Young Peoples Smart Phone and Social Media Policy on how to stay safe online.

Fundraising. Our fundraising efforts continue so that we are able to deliver projects that enable the people whom we support to access valuable activities that promote engagement with their local community and encourage transformation from social and economic disadvantage.

Our aim is to achieve complete confidence and public trust by demonstrating good stewardship of funds and demonstrating positive impact for our beneficiaries. To realise this, our approach is to ensure the key principles of honesty, respect, integrity, transparency and responsibility are embedded in all our fundraising activities. We are committed to ethical fundraising to encourage sustainable giving and fully comply with the Fundraising Regulator's Code of Fundraising Practice.

Lifeworks recognises the Fundraising Regulator's guidance designed to protect donors, charity supporters and the public from intrusive fundraising practices. Our fundraising activity does not involve working with any third party, commercial participators or professional fundraisers.

Lifeworks is enormously grateful on behalf of its beneficiaries for all of its wonderful volunteers, supporting organisations, trusts and foundations for the generosity, time and energy they commit to us as supporters, friends, and donors. Without this many of the invaluable opportunities we offer to our beneficiaries would not be possible.

Special thanks must also go out to Lifeworks staff and trustees who volunteer their spare time to be involved in our fundraising events and also to support the delivery of events such as Breaking the Barrier, ensuring their success.

Our staff. The trustees acknowledge that the greatest asset the charity has is its staff team. Lifeworks employs 85 contracted full and part time staff across all areas of the business. It supports the ongoing learning opportunities and career advancement of its staff through diplomas, the Care Certificate and individual and team training programmes.

We have signed up to the Living Wage Accreditation. Paying a wage that is enough to live on is good for business, for staff and for society. By signing up to the Living Wage we are joining a host of employers who want to make a stand in ensuring our staff can earn just such an income. We are also committed to becoming fully accredited as a Disabled Confident Employer. We hope our objectives will help to improve our recruitment and retention, as well as demonstrating our commitment to all our staff, commissioners and beneficiaries as being an ethical employer.

Lifeworks also offers a wide range of volunteering opportunities for members of the local community. In addition, through our Young Volunteers Programme, we are able to offer volunteering opportunities to young people with learning disabilities as a pathway towards employment..

Board of Trustees. We are passionate to help give a voice to the vulnerable in society and crusaders for inclusion of all in the hope of helping to make a richer and more compassionate society. We are excited about the development of the new build for the expansion of our College and Community Projects alongside combining accommodation for our Central Services. Our motivation is to be able to offer access for all, increase the number of beneficiaries we can support, improve upon quality and to improve financial sustainability in an increasingly challenging economic climate for the charitable sector. These ambitions have informed our Reserves Policy.

Summary of achievements in 18/19 Business Plan.

1. DWP funding for Supported Internships achieved at College.
2. Robins residential beds maintained at 78% occupancy. 29 young people and families used the short stay provision. Sesame maintained 94% occupancy. Kool Club membership was at 24 young people. College student numbers were at 13.
3. Site for new building development purchased in Dartington.
4. Community Projects business plan in place for 2018/2019 and beyond.
5. Lifeworks Disabled Confident L2.
6. Sage People implemented within HR Team.
7. Real Living wage implemented.
8. Data protection systems, procedure and policy GDPR compliant.
9. Sesame CQC action plan implemented.
10. Good Ofsted rating achieved for Robins.
11. Care certificate implemented for all staff at Sesame.
12. Education Funding and Skills Agency accreditation gained for College.

Lifeworks Business plan objectives April 2019– March 2020

A. Innovating expanding and extending our reach even further.

1. Explore new areas for business growth, or expansion of existing services to increase income and future sustainability.
2. To develop our own premises for Central Services, FE College and Community Projects.
3. Establish a network of ambassadors to promote the charity.

B. Being a provider of choice for those who use our services and those who invest in us.

1. Invest in and develop our services to obtain outstanding inspection judgements.
2. Maximise take up of services ensuring that families have knowledge of all our services.
3. Ensure the voice of those who use our services or invest in us informs strategic planning.
4. Ensure those who use our services make progress and their outcomes are evidenced well and celebrated.

C. Having the right staff, doing the right things at the right time.

1. Fully functioning Sage People system.
2. To improve as an employer of choice.

D. Governing and managing ourselves well.

1. Adopt a quality assurance and audit processes across the charity
2. Achieve external quality marker for Lifeworks charity.
3. BoT adopt the 'Charity Governance Code'.
4. Ensure our policies and procedures remain fit for purpose.
5. Financial management of Sesame.

E. Smart Central Support Services.

1. Ensure the most efficient and effective deployment of central staff services.

Financial Reserves and Review

Results for the period show net income after depreciation of £65,712 (2018: net income £336,742). Total funds at 31 March 2019 stood at £2,154,890, of which £49,739 is restricted and £1,184,275 relates to fixed assets and can only be realised by disposing of the assets, this therefore leaves unrestricted free reserves at £920,876.

Designated funds

A formal review of our policy on reserves took place at the meeting of the trustees on 7 November 2019 our reserves policy focuses on the level of its 'free' reserves.

Our unrestricted free reserves which are not specifically designated against fixed assets at 31 March 2019 were £971,000. NB: There are longer term liabilities relating to the Robins loan of £50,000 of which has not been deducted from the free reserves above.

The Trustees believe that establishing a designated fund equivalent to between a minimum of four and maximum of six months trading will provide sufficient resources to withstand any short term adverse economic conditions the charity may encounter. This equates to an average of £800,000.

In addition to fulfil our capital requirements during the forthcoming twelve months £49,500 has been designated as detailed below;

- £49,500 project management costs for the development of a facility to base its Head Office, FE College and Community Projects provisions on the land which was purchased this year.

A maximum of £121,500 of 'free reserves' are available to be invested into Lifeworks projects at the discretion of the Board of Trustees.

As a separate matter and after adjusting for creditors and restricted funding should cash reserves fall below £800,000 that would trigger an immediate review of income and expenditure to ensure no further cash loss. Our plans to ensure the above objectives are maintained and our undesignated free reserves increased are reviewed as part of our Risk Register.

Risk

The Board of Trustees takes seriously their duty to avoid exposing the charity to undue risk, however their approach to this is not becoming risk averse but instead to adopt responsible management of risks.

Lifeworks uses a model for assessing risk and to draw attention to the distinction between risks that arise from a financial situation and risks arising in other ways that can be seen as non-financial, even if ultimately they have a financial impact.

Our approach towards resolution to risk is to establish an atmosphere that empowers individuals to highlight uncertainty and raise risk as and when they observe them. Lifeworks acknowledges that risk management is a dynamic process and will ensure that new risks are addressed as they arise and monitoring will be cyclical so as to establish how previously identified risks may have changed.

Statement of Trustees' Responsibilities

The trustees (who are directors of Lifeworks Charity Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report (incorporating the Directors' Report) and the financial statements in accordance with 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).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

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

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.

Auditors

The auditors, Albert Goodman LLP, are deemed to be re-appointed under Section 487(2) of the Companies Act 2006.

By order of the Trustees.

P J J Clarkson
Trustee Chair

Date: 11 December 2019

Lifeworks Charity Limited

Independent Auditors' Report to the Trustees and Members
For the Year Ended 31 March 2019

Opinion

We have audited the financial statements of Lifeworks Charity Limited (the 'charitable company') for the year ended 31 March 2019, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, 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 Generally Accepted Accounting Practice, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources 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.

Lifeworks Charity Limited

Independent Auditors' Report to the Trustees and Members
For the Year Ended 31 March 2019

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' 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.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Lifeworks Charity Limited

Independent Auditors' Report to the Trustees and Members
For the Year Ended 31 March 2019

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page 11, 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

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 members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members and 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 members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

P N Hake FCCA
Senior Statutory Auditor
for and on behalf of
Albert Goodman LLP
Chartered Accountants
Statutory Auditor

Goodwood House
Blackbrook Park Avenue
Taunton
Somerset
TA1 2PX

Date: 13 December 2019

Lifeworks Charity Limited

Statement of Financial Activities (including the Income and Expenditure Account)

For the Year Ended 31 March 2019

		2019			2018		
	Note	Unres- tricted £	Res- tricted £	Total £	Unres- tricted £	Res- tricted £	Total £
Income:							
Donations	3	900	38,484	39,384	299	16,016	16,315
Charitable activities	4	2,296,666	162,215	2,458,881	2,367,699	156,147	2,523,846
Other trading activities	3	526	1,666	2,192	864	2,272	3,136
Investments	3	5,405	-	5,405	2,487	-	2,487
Total income		2,303,497	202,365	2,505,862	2,371,349	174,435	2,545,784
Expenditure:							
Expenditure on charitable activities	5	2,202,497	236,147	2,438,644	2,040,189	167,330	2,207,519
Interest payable		1,506	-	1,506	1,521	-	1,521
Total expenditure		2,204,003	236,147	2,440,150	2,041,710	167,330	2,209,040
Net income before transfers	2	99,494	(33,782)	65,712	329,639	7,105	336,744
Transfers between funds		(27,811)	27,811	-	(20,488)	20,488	-
Net movement in funds		71,683	(5,971)	65,712	309,151	27,593	336,744
Reconciliation of funds							
Total funds brought forward		2,033,468	55,710	2,089,178	1,724,317	28,117	1,752,434
Total funds carried forward		2,105,151	49,739	2,154,890	2,033,468	55,710	2,089,178

The statement of financial activities has been prepared on the basis that all operations are continuing operations. There were no gains or losses arising in the period that are not shown above.

The statement of financial activities incorporates the income and expenditure account.

Lifeworks Charity Limited – Company Registration Number: 03177139

Balance Sheet

As at 31 March 2019

		2019	2018
		£	£
	Note		
Fixed assets			
Tangible fixed assets	8	1,184,275	923,869
Current assets			
Debtors	9	121,290	144,798
Cash at bank and in hand		1,227,023	1,314,283
		<u>1,348,313</u>	<u>1,459,081</u>
Liabilities:			
Creditors: falling due within one year	10	(327,495)	(230,764)
		<u>1,020,818</u>	<u>1,228,317</u>
Net current assets		1,020,818	1,228,317
Total assets less current liabilities		2,205,093	2,152,186
Creditors: amounts falling due after than one year	11	(50,203)	(63,008)
		<u>2,154,890</u>	<u>2,089,178</u>
Total net assets		<u><u>2,154,890</u></u>	<u><u>2,089,178</u></u>
The funds of the charity:			
Restricted funds	12	49,739	55,710
Unrestricted funds			
Designated funds	12	1,970,905	1,988,332
Unrestricted funds	12	134,246	45,136
		<u>2,105,151</u>	<u>2,033,468</u>
Total charity funds		<u><u>2,154,890</u></u>	<u><u>2,089,178</u></u>

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board and authorised for issue on 11 December 2019 and signed on its behalf by:

P J J Clarkson
Trustee Director

M J Boon
Trustee Director

Lifeworks Charity Limited
Statement of Cash Flows
For the Year Ended 31 March 2019

		2019	2018
		£	£
	Notes		
Cash flows from operating activities			
Net movements in funds for the year		65,712	336,744
Adjustments to cash flows from non-cash items			
Depreciation and amortisation	8	53,198	51,261
Loss on disposal of fixed assets		-	-
Finance expense		1,506	1,521
Finance Income	3	(5,405)	(2,487)
		<u>115,011</u>	<u>387,039</u>
Working capital adjustments			
(Increase) / decrease in debtors	9	23,508	(42,251)
(Decrease) / increase in creditors	10	96,593	(22,340)
		<u>235,112</u>	<u>322,448</u>
Cash flows from investing activities			
Interest received	3	5,405	2,487
Purchase of fixed assets	8	(313,604)	(33,551)
		<u>(308,199)</u>	<u>(31,064)</u>
Cash flows from financing activities			
Interest paid		(1,506)	(1,521)
Repayments of long term loans		(12,667)	(12,529)
		<u>(14,173)</u>	<u>(14,050)</u>
Net (decrease) / increase in cash and cash equivalents		<u>(87,260)</u>	<u>277,334</u>
Cash and cash equivalents at the beginning of the reporting period		<u>1,314,283</u>	<u>1,036,949</u>
Cash and cash equivalents at the end of the reporting period		<u><u>1,227,023</u></u>	<u><u>1,314,283</u></u>

1 Accounting policies

The principle accounting policies adopted in the preparation of the financial statements are:

1.1 Basis of accounting

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.

Lifeworks Charity Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). All amounts are presented in £ sterling.

1.2 Legal status of the charity

The charity is a company limited by guarantee 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.

1.3 Income

Donations and other voluntary income are recognised on receipt.

Income from grants, where 'capital' or 'revenue', 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. Where no conditions are attached to grant income they are recognised within donations and gifts and where conditions relating to performance of services are attached, grant income is recognised within charitable activities in the Statement of Financial Activities.

Income from charitable activities is included in the period in which the charity is entitled to receipt, it is probable that economic benefits will flow to the entity and the amount can be reliably measured. Where income is received in advance of provision of services, income is deferred until the criteria for income recognition is met. Where income has not been received and services have been provided, income is accrued.

Income from other trading activities includes income relating to fundraising and is included in the Statement of Financial Activities when receivable.

1.4 Expenditure

Resources expended are recognised on the accruals basis to match the period in which the expenditure was incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Certain expenditure is directly attributable to specific activities and has been included in those activity categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories as follows:

- The costs of the general office and the administration function that supports the Charity have been split between charitable activities on a percentage basis per project, and time apportioned where an activity has not occurred throughout the full period.
- Costs relating to wages are allocated between activities based on the proportion of time spent by fundraising and administration staff on those activities. However, any expenditure relating to small specific projects is borne by the general fund.

1.5 Investment income

Interest on funds held on deposit is included in the Statement of Financial Activities as investment income when receivable and the amount can be measured reliably by the charity; this is normally upon notification of interest paid or payable by the bank.

1.6 Pensions

The charity operates a defined contribution pension scheme. Contributions are recognised in the SOFA in the period in which they become payable in accordance with the rules of the scheme.

1.7 Tangible fixed assets and depreciation

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

Leasehold land and buildings	Over term of the lease (125 years)
Freehold buildings	50 years straight line
Fixtures, fittings and equipment	5 years straight line
Motor vehicles	5 years straight line
Office equipment	4 years straight line

1.8 Debtors

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

1.9 Cash at bank and in hand

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

1.10 Creditors

Creditors are recognised 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. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

1.11 Deferred income

Deferred income comprises income received in advance of the provision of charitable activities. Deferred income is recognised within income in the Statement of Financial Activities when the conditions for income from charitable activities recognition are met.

1.12 Financial instruments

The charity has financial assets and liabilities that qualify as basic financial instruments. The assets and liabilities include cash, debtors and creditors which have separate accounting policies above. A further financial instrument relates to bank loans which are initially recognised at transactions value and subsequently measured at amortised cost using effective interest method. Interest payable on bank loans are charged through the profit and loss account as interest payable.

1.13 Fund accounting

Funds held by the charitable company are one of the following types:-

- Unrestricted general funds – these funds can be used in accordance with the charitable objects at the discretion of the Trustees.
- Designated funds – these funds are set aside out of unrestricted general funds for specific future purposes, projects, or reserves.
- Restricted funds – these funds can only be used for the particular restricted purposes within the objects of the charity. Restrictions arise when funds raised are for a specific purpose.

Further explanations of the nature and purpose of each fund are included in the notes to the financial statements.

1.14 Taxation

As a registered charity, the company is exempt from corporation tax and capital gains tax, but not Value Added Tax. Irrecoverable Value Added Tax is included in the costs of those items to which it relates.

1.15 Operating leases

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease. The charity has an operating lease for the head office and FE college premises. The title of the leased premises remains with the lessor.

2 Net income/ (expenditure) before transfers

	2019	2018
	£	£
Net incoming resources for the period are stated after charging		
Pension costs	48,666	23,391
Depreciation	53,198	51,261
Auditors' remuneration		
Audit fee	5,780	5,893
Other services	2,243	1,000
	<u> </u>	<u> </u>

3 Income (excluding charitable activities income)

	Unres- tricted	Res- tricted	2019 Total	Unres- tricted	Res- tricted	2018 Total
	£	£	£			£
Donations	900	38,484	39,384	299	16,016	16,315
Other trading activities						
Fundraising events	526	1,666	2,192	864	2,272	3,136
Investments						
Bank interest	5,405	-	5,405	2,487	-	2,487
	<u>6,831</u>	<u>40,150</u>	<u>46,981</u>	<u>3,650</u>	<u>18,288</u>	<u>21,938</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Lifeworks Charity Limited
Notes to the Financial Statements
For the Year Ended 31 March 2019

4 Incoming resources from charitable activities

	Unres- tricted £	Res- tricted £	2019 Total £	Unres- tricted £	Res- tricted £	2018 Total £
Fees for care services						
Robins Respite Centre	565,492	-	565,492	589,910	-	589,910
Robins Residential care	544,166	-	544,166	639,722	-	639,722
Sesame Residential care	498,185	-	498,185	487,250	-	487,250
	<u>1,607,843</u>	<u>-</u>	<u>1,607,843</u>	<u>1,716,882</u>	<u>-</u>	<u>1,716,882</u>
Fees for college						
Further Education College	683,707	-	683,707	615,136	-	615,136
Fees for other projects						
Kool Club fees	795	32,524	33,319	30,494	-	30,494
Summer School fees	(285)	16,803	16,518	-	9,250	9,250
Community projects	4,126	1,240	5,366	4,887	19,835	24,722
	<u>4,636</u>	<u>50,567</u>	<u>55,203</u>	<u>35,381</u>	<u>29,085</u>	<u>64,466</u>
Grants receivable						
Real Idea Organisation						
Challenge Fund	-	-	-	-	74,986	74,986
BBC CIN	-	22,000	22,000	-	-	-
Sobell foundation	-	32,000	32,000	-	32,000	32,000
Lottery- Awards for all	-	10,000	10,000	-	-	-
Heritage Lottery Fund	-	10,000	10,000	-	-	-
Co-op Foundation	-	10,000	10,000	-	-	-
Clare Milne Trust	-	-	-	-	10,000	10,000
Morrisons Foundation	-	9,739	9,739	-	-	-
Devon County Council	-	5,000	5,000	-	-	-
Small Grants Scheme	-	5,000	5,000	-	-	-
The Cadbury Foundation	-	-	-	-	5,000	5,000
Santander Discovery	-	4,859	4,859	-	-	-
Hedley Foundation	-	-	-	-	1,590	1,590
Arts Award	-	-	-	-	1,196	1,196
Fusion Lifestyle	-	-	-	-	1,040	1,040
David Gibbons Foundation	-	-	-	-	1,000	1,000
Norman Family Trust	-	1,000	1,000	-	-	-
Other (Under £1,000)	480	2,050	2,530	300	250	550
	<u>480</u>	<u>111,648</u>	<u>112,128</u>	<u>300</u>	<u>127,062</u>	<u>127,362</u>
Total	<u>2,296,666</u>	<u>162,215</u>	<u>2,458,881</u>	<u>2,367,699</u>	<u>156,147</u>	<u>2,523,846</u>

5 Charitable activities expenditure

2019	Direct staff costs £	Other direct costs £	Support costs £	2019 Total £
Robins	508,170	285,275	103,201	896,646
Sesame	339,833	205,001	44,434	589,268
FE college	284,962	145,054	51,677	481,693
Other community and holiday projects	74,658	116,424	45,082	236,164
Premises costs	-	153,328	81,545	234,873
	1,207,623	905,082	325,939	2,438,644

2018	Direct staff costs £	Other direct costs £	Support costs £	2018 Total £
Robins	583,757	248,207	145,727	977,691
Sesame	318,250	100,807	46,558	465,615
FE college	239,800	142,194	56,454	438,448
Kool Club	16,756	10,407	8,842	36,005
Breaking the barrier	8,959	14,855	8,843	32,657
Other community and holiday projects	19,553	93,866	21,261	134,680
Premises costs	-	66,878	-	66,878
Governance	55,545	-	-	55,545
	1,242,620	677,214	287,685	2,207,519

5 Charitable activities expenditure (continued)

Analysis of support costs

The charity initially identifies the costs to its support functions. Having identified the support costs, they are then apportioned between the five (2018: eight) key charitable activities undertaken (see above) in the year. Refer to the table below for the basis of apportionment and the analysis of the support costs.

	Basis of apportionment	2019 £	2018 £
Salaries, wages & related costs	Time spent	251,146	225,912
General office and administration	Turnover or time spent	66,770	54,880
Audit fees	Turnover	5,780	5,893
Accountancy fees	Turnover	2,243	1,000
		325,939	287,685
		325,939	287,685

6 Trustee directors

None of the Trustee Directors (or any persons connected) received any remuneration during the period, and none were reimbursed any expenses (2018 - £nil).

7 Employees

Number of employees

The average monthly head count of employees during the period was:

	2019 £	2018 £
Provision of care services	55	55
Fundraising, publicity and development of the charity	3	2
Operation of youth club	7	7
Administration	8	6
Education	14	15
	87	85
	87	85

7 Employees (continued)

	2019	2018
	£	£
Wages and salaries	1,334,967	1,339,937
Social security costs	101,011	98,882
Pension costs	48,666	23,391
Termination payments	57,432	14,286
Redundancy payments	7,891	-
	<hr/>	<hr/>
	1,549,967	1,476,496
	<hr/> <hr/>	<hr/> <hr/>

No employee received remuneration of more than £60,000 in the period (2018 – nil).

During the year, total costs of £7,891 was paid in respect of two employee redundancies. The amounts were full and final with no outstanding amounts at the balance sheet date.

During the year, termination payments have been accrued. £2,500 was accrued for one employee in respect of a settlement agreement and £54,932 was accrued for one employee in respect of redundancy and Payment In Lieu of Notice. The amounts are full and final and have been accrued at the balance sheet date.

Defined contribution pension scheme

The company operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the company to the scheme and amounted to £48,666 (2018 - £23,391).

Contributions totalling £5,520 (2018 - £5,535) were payable to the scheme at the end of the period and are included in creditors.

Key management personnel

The key management personnel of the charity are considered to be the Chief Executive, the Charity Director and the Operations Director. The total costs to the charity of employee benefits for the key management personnel were £219,294 (2018: £142,326).

Lifeworks Charity Limited
Notes to the Financial Statements
For the Year Ended 31 March 2019

8 Tangible fixed assets

	Leasehold Land & Buildings £	Freehold Land & Buildings £	Fixtures Fittings & Equipment £	Office Equipment £	Motor Vehicles £	Total £
Cost						
At 1 April 2018	-	1,142,909	77,485	31,507	105,622	1,357,523
Additions	250,500	-	23,145	5,714	34,245	313,604
At 31 March 2019	250,500	1,142,909	100,630	37,221	139,867	1,671,127
Depreciation						
At 1 April 2018	-	276,013	42,122	20,227	95,292	433,654
Charge for the year	-	22,258	6,268	14,178	10,494	53,198
At 31 March 2019	-	298,271	48,390	34,405	105,786	486,852
Net book value						
At 31 March 2019	250,500	844,638	52,240	2,816	34,081	1,184,275
At 31 March 2018	-	866,896	35,363	11,280	10,330	923,869

Freehold land and buildings includes land donated by Dartington Hall Trust and Devon County Council. This land was valued at £30,000 by the Trustees during the year ended 31 December 1998 as an estimate of its market value, and is not depreciated.

Leasehold land and buildings comprises land held under a 125 year lease.

9 Debtors

	2019 £	2018 £
Trade debtors-fees receivable	114,868	139,573
Other debtors and prepayments	6,422	5,225
	121,290	144,798

10 Creditors: Amounts falling due within one year

	2019	2018
	£	£
Trade creditors	83,223	44,524
Other creditors	114,462	104,885
Accruals and deferred income	64,212	21,486
Bank loans and overdrafts	12,667	12,529
Taxation and social security	52,931	47,340
	<u>327,495</u>	<u>230,764</u>

Deferred income

	2019	2018
	£	£
Deferred income at 1 April 2018	-	337
Released from previous years	-	(337)
Resources deferred in the year	-	-
	<u>-</u>	<u>-</u>
Deferred income at 31 March 2019	<u>-</u>	<u>-</u>

At the balance sheet date the charity was holding no funds received in advance (2018: none).

11 Creditors: Amounts falling due after more than one year

	2019	2018
	£	£
Bank loans	50,203	63,008
	<u>50,203</u>	<u>63,008</u>
Loan maturity analysis		
In less than one year	12,667	12,283
In more than one year but not more than five years	50,203	49,132
In more than five years	-	26,651
	<u>62,870</u>	<u>88,066</u>

The above amount relates to one loan from Lloyds Bank with a total balance of £62,870 owing at 31 March 2019 (2018: £75,537), is due for repayment in November 2023. Interest is charged at a rate of 1.50% above base. The loan is secured against the Robins property which has a carrying value of £561,796 at 31 March 2019 (2018: £576,985).

Lifeworks Charity Limited
Notes to the Financial Statements
For the Year Ended 31 March 2019

12 Summary of movement in funds

	Opening Balance 01.04.18	Income	Expenditure	Transfers	Closing Balance 31.03.19
<u>2019</u>	£	£	£	£	£
Restricted funds					
Community					
Projects Development	22,120	108,626	(158,557)	27,811	-
Extraordinary Young People	32,000	32,000	(24,000)	-	40,000
Hedley Foundation	1,590	-	(1,590)	-	-
Morrison's Foundation	-	9,739	-	-	9,739
BBC CIN	-	22,000	(22,000)	-	-
Lottery- Awards for all	-	10,000	(10,000)	-	-
Heritage Lottery Fund	-	10,000	(10,000)	-	-
Co-op Foundation	-	10,000	(10,000)	-	-
Total Restricted funds	55,710	202,365	(236,147)	27,811	49,739
Unrestricted funds					
Designated:					
Robins respite centre	501,448	-	-	(2,522)	498,926
Sesame	289,283	-	-	(7,056)	282,227
Other fixed assets	57,601	-	-	282,651	340,252
Premises fund	300,000	-	-	(250,500)	49,500
Capital replacements	40,000	-	-	(40,000)	-
Operational reserve	800,000	-	-	-	800,000
	1,988,332	-	-	(17,427)	1,970,905
General	45,136	2,303,497	(2,204,003)	(10,384)	134,246
Total Unrestricted funds	2,033,468	2,303,497	(2,204,003)	(27,811)	2,105,151
Total funds	2,089,178	2,505,862	(2,440,150)	-	2,154,890

12 Summary of movement in funds (continued)

2018	Opening Balance 01.04.17 £	Income £	Expenditure £	Transfers £	Closing Balance 31.03.18 £
Restricted funds					
Breaking the barrier	24,987	4,483	(32,657)	3,187	-
Fundraising	167	-	-	(167)	-
Holiday project Community	2,963	23,072	(38,203)	12,168	-
Project Development	-	113,290	(96,470)	5,300	22,120
Extraordinary Young People	-	32,000	-	-	32,000
Hedley Foundation	-	1,590	-	-	1,590
Total Restricted funds	28,117	174,435	(167,330)	20,488	55,710
Unrestricted funds					
<u>Designated:</u>					
Robins respite centre	499,678	-	-	1,770	501,448
Sesame	296,338	-	-	(7,055)	289,283
Other fixed assets	57,497	-	-	104	57,601
Premises fund	-	-	-	300,000	300,000
Capital replacements	140,000	-	-	(100,000)	40,000
Operational reserve	671,752	-	-	128,248	800,000
	1,665,265	-	-	323,067	1,988,332
<u>General</u>	59,052	2,371,349	(2,041,710)	(343,555)	45,136
Total Unrestricted funds	1,724,317	2,371,349	(2,041,710)	(20,488)	2,033,468
Total funds	1,752,434	2,545,784	(2,209,040)	-	2,089,178

12 Summary of movement in funds (continued)

The restricted funds are:

- The Breaking the Barrier fund relates to events at which youngsters with learning disabilities can experience surfing, enjoy beach activities and spend a day out with their families.
- Holiday Project is funding provided for the provision of a summer school.
- Community Projects Development is for the delivery of the Branchline Partnership Project funded by the Real Ideas Organisation- Challenge Fund and other small grants.
- Extraordinary Young People is funding provided by the Sobell Foundation towards a new project entitled 'Extraordinary Young People' launched in June 2018.
- Hedley Foundation is funding for specialist cycles for students at the Further Education College.
- Morrisons Foundation is funding received towards the purchase of Breaking the Barrier bikes for the monthly cycle.
- BBC CIN has been received towards the Young Volunteers project to fund a Volunteers Coordinator, two Young Volunteer Support Workers and funding for recruitment and training.
- Lottery- Awards for all funding was received towards the Holiday Project (Summer 2018).
- Heritage Lottery Fund is funding received towards the All Aboard Holiday Project.
- Co-op Foundation is funding received towards Building Connections in the Young Volunteers Programme.

The designated funds are:

- The Respite Centre designated fund represents the net book value of the freehold property for the Respite Centre, less the value of any loans secured against the building
- The Sesame designated fund represents the net book value of the freehold property for Sesame.
- The Other Fixed Assets designated fund from the general fund represents the net book value of the other fixed assets held.
- The Premises fund is for the purchase of land on which the charity is considering the purchase to build a facility to base its Head Office, FE College and Community Projects provisions, and associated project management costs.
- The capital replacement designated funds sets aside funds to fulfil capital requirements; i.e. modernisation of property, and replacements of specialist equipment, vehicles, IT and furnishings.
- The Operational reserve designated funds sets aside funds which approximate to 4 months running costs for the charity, as described in the Trustees Report. This ensures that the Charity will be able to continue to meet liabilities as they fall due, and allow for better financial planning.

The unrestricted general fund consists of funds which the charity may use for its charitable purposes at its discretion.

13 Analysis of assets between funds

	Unres- tricted £	Res- tricted £	2019 Total £	Unres- tricted £	Res- tricted £	2018 Total £
Tangible fixed assets	1,184,275	-	1,184,275	923,869	-	923,869
Current assets	971,079	49,739	1,020,818	1,172,607	55,710	1,228,317
Non-current liabilities	(50,203)	-	(50,203)	(63,008)	-	(63,008)
	<u>2,105,151</u>	<u>49,739</u>	<u>2,154,890</u>	<u>2,033,468</u>	<u>55,710</u>	<u>2,089,178</u>

14 Financial commitments

At 31 March 2018 the charity was committed to making the following future minimum rental payments under non-cancellable leases as follows:

	2019 £	2018 £
<u>Operating leases:</u>		
Premises:		
Within one year	72,283	72,283
2-5 years	118,126	190,129
	<u>190,409</u>	<u>262,412</u>