

Relate

Bradford & Leeds

we can Relate



RELATE BRADFORD & LEEDS LTD

TRUSTEES ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

Charity Registration No: 1013811

Company Registration No: 02652414 (England and Wales)

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A message from the Chair of the Board of Trustees



It is my pleasure to write my first Annual Report and Accounts foreword since taking over as Chair of Relate Bradford & Leeds from Marilyn at the last Annual General Meeting a year ago.

I am very proud to lead our organisation, and it has been fantastic to meet so many of our amazing staff and learn about the work we do to transform lives. Relate Bradford and Leeds is a special place, where both the staff and the trustees share a common purpose to make a difference using our expertise for adults, couples, families, children, schools and organisations within Bradford and Leeds.

It has been of course a challenging year for both us, our partners and our clients with the effects of Covid still being felt on both the way we all work and interact and in the real and growing need for relationship and mental health support across all ages and groups within the communities we serve.

We have found a great balance of offering both face-to-face and virtual appointments for our clients, and were quick to get back to offering face to face appointments which I was delighted to see. And despite the challenges, I am really proud that we as an organisation earned a surplus in the last financial year – that is testament to the hard work of everyone across Relate Bradford and Leeds. I would also like to thank our Commissioners for the flexible way that they worked with us in tandem to support our communities, and to Relate National, for continued support and partnership.

We continue to offer a broad range of counselling services to our communities – for young people, adults, couples and families. The development of our service in Leeds continues, and I

look forward to seeing that growth continue in the next years too as we expand our counsellor base and the range of services we offer.

In closing, I would like to say a huge thank you to a few people. Firstly, to Tina Butler – as CEO she has shown tremendous leadership and compassion in what is a changing landscape for the organization this past year. Second, to all the staff at Relate Bradford & Leeds – I am in awe of the difference you all make to the children, adults, couples and organisations of Bradford and Leeds. And third, to our trustees – including Jenni Field who joined us this year as Treasurer - who continue to give their time and passion in steering our organisation forwards. Thank you to you all, and thank you from me personally for making my first year so rewarding.

Mahmud

Who are Relate Bradford & Leeds

Relate Bradford & Leeds LTD, is a charity registered in 1948, with over 70 years' experience in providing specialist relationship support to people across the Bradford District and the City of Leeds.

Since 2019, we have been offering counselling in Leeds and in 2021, with the agreement of Relate (the national body) we formally took on ownership of Leeds and changed our name to Relate Bradford & Leeds (Ltd).

We are part of the National Relate Federation family; however, we are independent, and responsible for our own governance, income generation and fundraising. Relate is the country's largest supplier of specialist relationship support.

As a small and ambitious charity situated in the heart of Bradford, serving Bradford, with an outpost in Leeds, serving the City of Leeds, we provide a range of systemic counselling services, supporting young people, families, individuals, and couples.

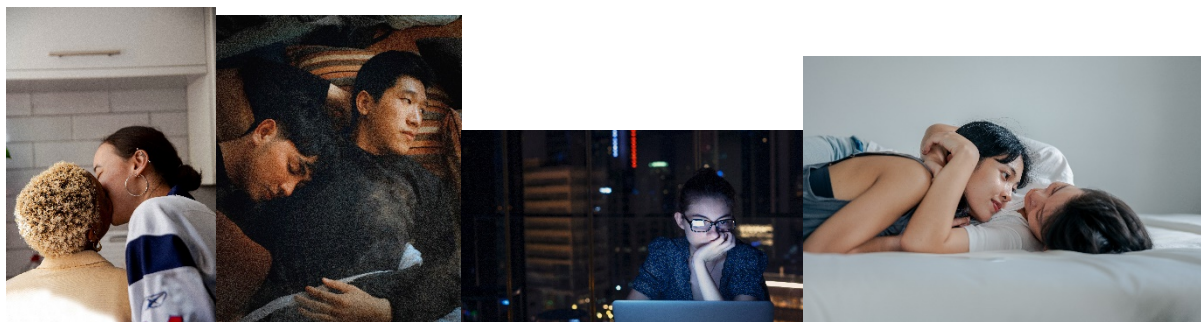
The Board of Trustees, led by Mahmud, Chair of the charity since 15 November 2021, with a remit of leading the charity strategically, alongside Jonathan as Vice-Chair and the Trustees,

an active and diverse board, with a comprehensive range of skills and talents, enabling them to provide 21st century leadership to the organisation, with Tina, the Chief Executive, senior leadership team and a passionate and committed team of staff, student placement counsellors and volunteers.

Our Vision

At Relate Bradford & Leeds, we aim to develop and support healthy relationships. We deliver inclusive, high-quality counselling services that are relevant at every life stage, to support people to make relationships work better, by improving their understanding of relationships and what makes them flourish.

We provide people with the breathing space where they can feel heard, valued, respected and understood, and are more in control of their feelings, and of their lives.



What we do

As a caring organisation, we give you the time, space, and support to explore relationships and help you see how you might be able to work through, and overcome, relationship challenges to move forward positively.

We put you at the heart of all that we do, by providing a confidential, ethical, and professional counselling service of the highest quality, exploring options, and individually tailored to your current situation.

We enable you to be more aware of feelings, to explore options, and to improve coping skills.

We work in partnership with other organisations to help advance our mutual aspirations and ambition.

Why we do what we do

Because the relationships we have count, and good relationships help us all to live more fulfilled, healthier, and happier lives.

Our values, principles and behaviours

We place kindness at our core and always strive to be respectful, supportive, professional, dependable, and empowering.

As a passionate, curious, and creative organisation looking to the future, we endeavour to develop, innovative, and create dynamic interventions, continually championing the importance of healthy relationships, and the role they play in ensuring good mental health.

With our partner organisations, we will be helpful, responsible, collaborative, and dynamic.



Reflections from Tamara, our Clinical Supervisor

In Family Counselling work our challenges increase as we are meeting intergenerational trauma. This is challenging in itself as we try meet our obligations in helping those children who have experienced Adverse Childhood Experiences (ACEs). When the parents of those children are dealing with a legacy of their own ACEs that offer difficulty in their parenting styles, the work for the practitioner is both psycho-educative and supportive for the parents also.

Poor social provision means that our cases become continually more complex with mental health being an increasing factor.

Continuing Professional Development in the coming year will be focussed on diversity and mental health awareness. We look forward to our clinical team expanding as we recruit for another placement student.

"Thank you so much for your help and support. It is very much appreciated. We are extremely grateful for the funding of our sessions. You are so lovely, kind and thoughtful and we couldn't have got this far without you. Thank you!"

Our services

Relationship counselling, individual and couples counselling

Personal relationships bring up all sorts of challenges and sometimes these can become problems. Many people come to us for relationship support on their own, so you don't have to be in a couple relationship. For instance, if you are in a relationship, you can attend individually or as a couple.

We help people who have come across issues in their personal relationships and want help to sort things out such as arguing, an affair, loss of interest in sex, taking each other for granted, problems communicating with each other and finding time for one for another or the impact of life events.

Children, young people and family counselling

Family counselling can help adult family members with reducing conflict and improving communication, when siblings aren't getting on, or when parents and children are going through a divorce or separation. Because forming a new family is a challenge it's at this point that many parents contact us for some support to help everyone settle.

All families are unique and have unique problems and our professional counsellors are specially trained to work with families to help resolve difficulties and problems.

Psychosexual therapy

All couples go through phases where they don't have the time or energy for regular sex. It's natural to want better sex and sometimes there are specific psychological or medical reasons for your difficulties.

Sex therapy can help you if you're experiencing difficulties in your love life and can help improve physical intimacy. We can help where people are having problems with their sex life due to physical or emotional reasons. Our sex therapists see lots of people with sexual difficulties such as loss of desire, erectile dysfunction, premature ejaculation, etc.

IAPT couples therapy for depression

People experiencing symptoms of depression often find their relationships become affected because of it. In addition, sometimes problems with our relationships can lead to one or another partner becoming depressed or anxious.

Depression can affect people in lots of different ways, and we are focusing on increasing the stability of family life, improve communication, increase levels of couple intimacy, raise self-awareness and offering support with managing symptoms of depression, as a couple.

"Counsellor A has been a wonderful therapist, she allowed me to cry when I needed and she has been strong with me when I need her to be. Having the opportunity to talk to someone when you are at your lowest is such a powerful thing. As this person (Counsellor A) has your back when it feels like no one else has. Thank you for helping me find my smile!"

CALM

We are a delivery partner with the CALM service, Bradford Children's Trauma Therapy service, alongside Family Action (lead partner) and Step 2. We work with families where children have experienced one or more Adverse Childhood Experience (ACE's) and as a result the child is suffering trauma symptoms and the family are experiencing difficulties. We support parents to understand the trauma and behaviour of the child/children to recognise and support them with their own trauma symptoms.

Reaching with Relate and school-based counselling

Working with primary and secondary schools in the City of Bradford, we deliver psychoeducation, focusing on healthy relationships and is helping to raise levels of confidence, self-esteem, increase resilience and emotional intelligence.

By empowering children and young people to learn how to manage and regulate their emotions and experiences we obtain an overall improvement in mental wellbeing.

We offer individual counselling in schools, to children and young people.

Organisational based training

We help professionals better understand the impact talking therapy can have and how they can be more effective in using communication skills in engaging people, by increasing understanding of the quality of life and how our mindset can influence life experiences of those we work with, as well as ourselves.

Relate Bradford & Leeds can also help people and organisations to build knowledge of the links between poverty and mental (and physical) ill health, understanding the effects and importance of helping people improve their self-esteem and confidence and how we work anger.

National contracts

We provide counselling to a range of partners, via the Relate National contracts, for example, grocery aid, Royal Navy, support to accountants and bank workers.

One Adoption counselling

Relate Bradford & Leeds and a neighbouring Relate, continued to deliver support to adoptive families across West Yorkshire.

One Adoption is a regional adoption agency made up of local authority adoption services from West Yorkshire, North Yorkshire, The Humber and North East Lincolnshire.

The service we provide to One Adoption has a specific focus on supporting adoptive parents during the COVID19 crisis and takes the form of counselling, structured support, advice and/or guidance.

Relationships in Leeds

This funding is to support people who need adult relationship support, individually or for couples. There is an outpost in Leeds, and counselling is either in person, via telephone or web counselling.

"A very warm, relaxing and open talking experience. The counsellor is amazing and very helpful guide for my personal understanding of myself and my relationship."

Leeds lottery – low income

This short-term funding was to support primarily, those on low income, during COVID-19.

West Yorkshire Wellbeing Hub

The aim of the funding is to help and replenish our NHS and social care people, for those impacted by the pressures, pre and post COVID-19, through relationship counselling and in supporting mental wellbeing.

Parkinson's UK

Supported by Parkinson's UK, we provide a counselling service by a counsellor to a household, individually or as a couple, with a diagnosis of Parkinson's or Parkinsonism in the Leeds area. All referrals come from Parkinson's UK.

THE DIFFERENCE WE HAVE MADE...

**WE HAVE HELPED AND
SUPPORTED OVER
8000 PEOPLE THIS
YEAR!**

Across Bradford and Leeds!





**WE ARE AN INCLUSIVE
AND DIVERSE
COUNSELLING
ORGANISATION!**

We remain committed to providing
quality counselling, reflecting the
richness and diversity, intersectionality
and social graces, of people we serve

**WE WORK WITH
ADULTS, COUPLES,
INDIVIDUALS, YOUNG
PEOPLE AND
FAMILIES!**

We work in our counselling centre and
our outreach hub, and we work in
schools and colleges, in the heart of
communities!

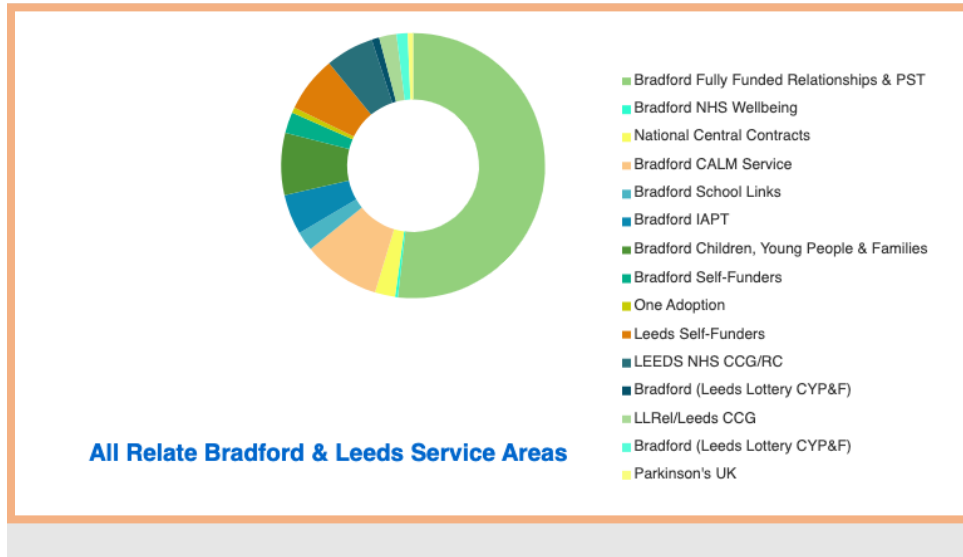




**WE ARE HERE TO
SUPPORT YOU!**



Service Statistics



Strategic Priorities



"The counsellor has been very down to earth and helped us to be open and honest in a non-judgemental environment so that's helped to process and us grow stronger and closer together as a couple - we are definitely better at listening and understanding each other and being less reactive, We learnt some good tools to practice, such as listening, understanding, feeling and compromising, also safe words and believing each other/trust has helped."

Strategic Highlights

- We have implemented Leeds CCG Relationship counselling work
- Established a new West Yorkshire Well-being Hub offer, a commission to support NHS and Health and Social care workers with relationship counselling in West Yorkshire
- Recruited a designated Leeds counsellor, with an outreach post in Leeds

- This year, we worked more closely with The University of Bradford, to develop strong partnership working and in supporting the agenda of community-based working initiatives
- Strategy work carried out by Head of Service Delivery & Development (maternity cover)
- Our clinical supervisor and one of our practitioners gained coverage on radio BBC Leeds
- Developed our links with Forum Central, the collective voice for Leeds third sector in health and care. Networks and skills exchange, including financial reimbursement for our staff involvement

Partnership working testimonial

‘We love working with Relate Bradford & Leeds, as VCS partners in the district! They are always super supportive, open, collaborative to the core, and passionate about what they do – a really positive force for good in the VCS landscape!’

Service Lead, Step 2

Partnership working testimonial

‘Here, at University of Bradford we are grateful to be able to continually work with Relate Bradford and Leeds and for the opportunities they provide our students.

We were fortunate to work with Relate Bradford and Leeds again this year specifically, on our summer experience internship program.

Our summer experience internship programme gives our 1st and 2nd year undergraduate students the opportunity to complete a full time 6-week internship or part time equivalent.

After Tine and Sofia kindly shortlisted candidates and conducted interviews, our UoB student (Emi) was selected to join them throughout the summer. Emi had a fantastic time at relate, she was truly nourished and supported by the staff and was able to get involved in many things; to help her develop and raise her profile.

Thank you, Relate Bradford and Leeds, for continuing to collaborate with us here, at the University of Bradford. We look forward and can’t wait to see what is next!’

Haleema, University of Bradford

-----Emi’s summer
internship experience

Over the summer of 2022 I worked with Relate Bradford & Leeds on marketing, social media management as well as helping to better organize the website.

While studying game design and development at Bradford University, I mostly worked on a mixture of visual design and basic application programming, developing assets and elements for video games, posters, animations, or user interfaces. Up until working at Relate my work experience was also very specific. Having skills in art and visual design, I had done smaller commissioned and personal works, however, I hadn't had a chance to apply my skills to more standard work.

Throughout my time working with Relate I learned how to apply my skills of visual design more generally and even briefly programming, to create design specifications and outlines that could be later used for social media posts and the website. While I was initially unsure of how best to use my skills, the welcoming and interactive environment at Relate made it easier to shift the way I was used to working on projects and ultimately produce assets that were better suited for Relate Bradford & Leeds.

When looking for summer internship opportunities, I was given the advice to look at work that aligns with my studies, that being game design and development. However, after working with something as different as Relate, it was a good way for me learn new applications for similar skills. In a fresh space and this can be helpful for something as uncertain as future projects and I know my work at Relate will reflect in my future projects and assignments.



Emi

-----The difference we make

A little bit more about Faye's therapy with



The CALM service is a service delivered by three counselling providers in the Bradford District; Family Action (lead partner), Step 2, and us. Family Action deliver trauma therapy and the bereavement arm of the service, Step 2 offer play therapy and us, offering trauma informed systemic family work. This all falls under the Bradford Children's Trauma Therapy Team.

I began working for this service in March 2020 and soon after, COVID-19 hit. During this period the work was incredibly difficult, and it is through being back in the therapy room working with families, that I have recognised this. Although, that is not to say that meaningful systems work cannot be done with less than the full family, and often it would not be appropriate to invite all members into sessions.

I'd like to present below an example of a piece of work with a family, which has been challenging but also creative. I think Relate Bradford & Leeds are particularly good at allowing space to utilise the skills counsellors have to hand whilst also keeping a Systemic focus.

This family consists of Mum and daughter (9) there is also daughter (13) who is a part of this household. We have had much thought about if the elder daughter should be included or not, and this case really shows for me that family work can be messy. Elder daughter sees dad who is separated from mum, fortnightly, and is 'court ordered' to have only indirect contact with younger daughter (hence the deliberation of who to include in this work). This was younger daughters' choice due to physical, mental and emotional abuse.

Mum worries that younger daughter who we will call Beth, is displaying symptoms of child Post-Traumatic Stress Disorder and separation anxiety towards her. CAFCASS, who were involved in the court order process had voiced concerns over this, due to Beth not being able to verbalise feelings about dad or the things he had done.

The work has become less about what dad has done and more about how mum might mitigate the impact of Sam seeing dad and relaying info about Beth to dad. Mum feels she does this to appease him due to what she feels is his controlling nature. This is hard for Beth, as she feels betrayed and has a real mistrust and annoyance about her elder sister. Stories of Sam include her being annoying to mum and Sam, being moody when she comes back from dad's, being untrustworthy etc. Mum recognises how hard it must be for Sam to exist in two conflicted family systems and how Beth who is only 9, still has the idea of her dad being there or thereabouts, via her sister.

My approach to this case was that I am here to provide a trauma informed systems approach, and that punctuating the systems with this family are difficult and cause problems. My method is to bring creativity into this family as they have had lots of 'professional' engagement, with rules, facts and knowledge. Mum is a teacher herself, so the difference to bring would be to creatively learn how to communicate about their internal system rather than outside influences such as dad, professionals or the ideas Sam brings into the home, about dad.

My technique has been using stories and art to help mum and Beth communicate differently.

Below, is an example of a variation of the *Six Part Story Method*



Mum and Beth took it in turns to draw a section each without discussing and then each tell their version. The idea is that they will each have different perspectives of what the story means, may play out narratives that they cannot verbalise and also be able to cope with the uncertainty of not knowing how the story will go.

They did tell very different stories about the piece but each story made sense. I feel that they each enjoyed working in this way and both commented on how it was difficult at first to know what was coming next but by the last few boxes they agreed it seemed to get easier and flow.

This family are still in therapy and as a result of this, mum has identified that a further piece of work may need to take place at some point with Sam. I think this really demonstrates that we are not and shouldn't get caught believing we are the last port of call and that we are a part of our client's life journeys.

Faye

Case Study

Chloe and Kyle, a young couple in their twenties, came to couples counselling after Kyle's affair with another man. Through talking to each other in more depth than they had ever done before, they were able to explore their expectations of adult relationships, and to begin to talk more honestly about what they wanted from each other. Over the course of the sessions, they examined the reasons behind their expectations and were able to support each other in a way that they'd never been able to before. Through counselling Kyle began to understand his attachment issues and as a result he was also able to address his faltering relationship with his mother and admit that he was missing his late grandmother - a major

role model in his life who had died a year earlier. At the end of counselling, he wrote that counselling had 'helped me unblock areas of my brain that I never dared go to.'

Case Study

A 16 year old male client with recent ASD diagnosis, with a history of anti-social behaviour and victim of attacks from peers and was attending alternative education provision, which he found really helpful and engaging. He had to leave his home town due to trouble he had gotten into and the educational provision helped combat isolation as he struggles to get along with or trust others.

He preferred to be asked questions rather than open up on the spot, so initially gave me a rundown of his life. I found it quite difficult to speak to him on a meaningful level initially until we began to chat about his love for music production and lyric writing. He would often tell me about lyrics he had written, generally bassline/grime genre, one in particular was about the police discriminating against him. He also played his productions during the session to show me what he'd been working on.

I remembered there is a group in Bradford which is facilitated by youth workers and people who have knowledge of music and that industry that provide facilities and workshops for young people to write and produce and express themselves through music. They also have a record label, run by the young people.

The young person is currently in that service and has access to music production software to help him with his music. There is also an opportunity for him to go record in their studio soon.

I am confident that the music organisation will be a good therapeutic outlet for him. He reported feeling calmer and getting on with mum more by the end of the sessions.

-----A word from finance

After a reported deficit of £14,548 in the year to 31 March 2021, we are pleased to be able to report a surplus of £15,547 for the year under review, thereby reversing last year's hit on our reserves, caused by reduced activity in a year ravaged by Covid. With the world in lockdown, it was difficult for Relate Bradford & Leeds, to reach our clients, and our finances suffered. Total reserves at 31 March 2021 were £249,735; at the balance sheet date of 31 March 2022, they have recovered to £265,281.

This reversal of fortunes is largely due to a non-recurrent benefit in 2021/22, releasing income that was deferred in previous years.

To secure our organisation's continuance, our policy is to ensure our reserves remain at a level at least equal to six months of total annual expenditure. The trust board and senior management team meet on a regular basis to monitor actual income and expenditure against budgets and ensure our reserves remain at above this level. With annual expenditure of around £360,000, our reserves are currently at a healthy level.

Our costs have remained stable over the last few years, but this tells half the story. Although we strive to reduce costs, year on year, the pandemic required us to work and deliver our services in new ways. To be responsive, this initially required staff to work from home, using their own technical equipment, laptops and mobile phones. Our ability to adapt so readily to this has enabled us to be more flexible, agile and far reaching in our offering to clients going forward, and has enabled our colleagues, both therapists and office staff, to work from the office base and from home. To continue to operate in this more agile way, we are conscious we will need to invest in more appropriate, fit for purpose IT equipment.

The year to 31 March 2022 also saw our organisation officially taking on the client base in Leeds, having provided services to the population of Leeds for a number of years following the closure of Relate Mid Yorkshire; our name changed to Relate Bradford & Leeds on 12th July 2021 to fully reflect this.

Looking forward we strive to expand our provision in Leeds, whilst continuing to provide services to all sectors of clients in Bradford. Our agile working model will allow us scope to extend our therapy offering across all markets.

We are vocal on a number of committees, passionate that the Third Sector is not forgotten in the Levelling Up debate. As a sector, we would like to see annual uplifts to the contracts our sector receives. Relate Bradford & Leeds has not received uplifts on its three long standing contracts for the lifetime of those contracts.

During the two years of the pandemic, as everyone worked from home, opportunities for room hire disappeared, a rich source of income for our charity. As the world returns to face-to-face meetings, we plan to maximise opportunities for renting out surplus office space.

We are also excited to resume our fundraising efforts, with team building activities such as the local Dragon Boat Race in Saltaire and other opportunities in the community.

Whilst the Covid pandemic put many extra pressures on our charity, we are determined to make the most of the positives we gained from it and move forward in a leaner, more agile way.

"Excellent - learnt some tools to practice. To improve the service a written summary of tools to refresh us might be good in future, to maybe prevent us falling into the same cycles as visual tools are helpful for me and x but really learnt a lot and has helped us come forward together as a couple rather than two separate people."

-----Looking ahead

As always, we will need to move and adapt as our external environment changes.

Going forward COVID recovery, reset and the cost-of-living increases will provide both opportunities and threats to our charity's sustainability and mission.

We are well prepared for this and well versed at adapting quickly, as our agility in the pandemic demonstrated.

We will plan ahead whilst always being ready to react to unexpected developments or circumstances. We will regularly review our position and priorities and adapt accordingly. We

have established key priorities which will focus our efforts and drive us forward in the next financial year.

Charity development

- Continuing to increase our financial prudence; refining our financial and HR practices and procedures and moving away from areas of work which are no longer financially viable.
- Increasing organisational efficiencies through our continual improvement project, including offsetting rises in our costs due to cost-of-living increases. Ultimately, putting the charity in a sustainable position moving forward.
- Establishing our new normal post-pandemic, using any learning to review our building use and working model for service delivery.
- Reducing our reliance on commissioned funds by diversifying and growing our other areas of funding; corporate support, community fundraising, and increasing private client numbers, as well as developing private packages for schools and organisational training offers.
- Addressing recruitment challenges, which are being faced nationwide, for example growing areas of work which are not limited by skills gaps, such as Relationship Counselling for Individuals, where clinicians are easier to recruit.
- Widening our reach and recognition as relationship experts in Bradford & Leeds, for example continued development work on our website and communications
- Nurturing, developing and growing our Relate Bradford family. Supporting our team to be the best they can be, through personal development, team building and regular supervision.
- Recruitment and retention – like so many charities and organisations, recruitment and retention has been challenging, locally and nationally, which has had an impact on service delivery and development. Key going forward, is to look in greater depth at succession planning, our students and in equipping the existing workforce to increase their clinical skills, in specialist areas

Service development

- Developing a greater focus on the early intervention prevention agenda and health inequalities
- Building on our partnership working to collaboratively grow opportunities to help a wider community and share skills and expertise, for example with neighbouring Relate and Young people's partners

- Growing the Leeds service, including recruiting an additional part time clinician to support this
- Identifying funding opportunities and securing monies needed for Young People's services
- Maximising existing opportunities through effective partnerships, service management and delivery monitoring
- Adapting to the new system structure; West Yorkshire Integrated Care Board and Bradford District and Craven Health and Care Partnership Board

Thank you to our partners, our friends and our supporters

We want to thank all our partners for supporting us in our work during 2021 – 2023 and also to Asghar from MyLahore, for supporting Relate Bradford & Leeds throughout the year.



Bradford District Care
NHS Foundation Trust



City of
BRADFORD
METROPOLITAN DISTRICT COUNCIL

West Yorkshire
Health and Care Partnership



Leeds
Health & Care
Partnership

Bradford District and Craven
Health and Care Partnership



ACTasONE



RELATE BRADFORD & LEEDS LTD
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

Charity Registration No. 1013811
Company Registration No. 02652414 (England and Wales)

RELATE BRADFORD & LEEDS LTD

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RELATE BRADFORD & LEEDS LTD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Carol Ann Duerden Paul Stockwell Jonathan Smith Lynne Joyce Mohammed Khan Magdalena O'Connell Mahmud Nawaz Jennifer Field (appointed 10 May 2022)
Charity number	1013811
Company number	02652414
Registered office	Bradford Trident Business Centre 1 st Floor 11 Edward Street Bradford West Yorkshire BD4 7BH
Independent examiner	Kevin J Meddings MAAT Kevin Meddings Accountancy Services 55 Crowther Avenue Calverley Leeds West Yorkshire LS28 5SA
Bankers	The Co-Operative Bank P O Box 101 1 Balloon Street Manchester M60 4EP

RELATE BRADFORD & LEEDS LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report and accounts for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and Charities Act 2011.

Structure, governance and management

The company is a company limited by guarantee, incorporated on 8 October 1991, and registered as a charity with the Charity Commission on 20 August 1992. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The liability of the members in the event of the Centre being wound up is limited to a sum not exceeding £1. Relate Bradford & Leeds Ltd charitable objects were revised on 2 September 2008, in line with Relate Central Office's recommendations and the Articles of Association were amended on 2 September 2013.

The trustees, who are also directors for the purpose of company law, and who served during the year were:-

Marilyn Foster (resigned 15 November 2021)
 Peter Foster (resigned 15 November 2021)
 Carol Ann Duerden
 Paul Stockwell
 Jonathan Smith
 Hazel Jackson (resigned 20 April 2022)
 Catherine Jowitt (resigned 18 July 2022)
 Lynne Joyce
 Mohammed Khan
 Magdalena O'Connell
 Mahmud Nawaz (appointed 15 November 2021)

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as Members of the Executive. One third (or the number nearest one third) of the Executive must retire each year or at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring member of the Executive who is eligible may be re-appointed.

The Executive seeks to maintain a broad mix of relevant skills amongst its members. In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Executive.

A formal induction Policy Document: A Trustee Induction Pack and Trustee Code of Conduct for new and existing trustees are available.

The Executive must have a minimum of six members and a maximum of eighteen members. At present the Executive has eight members from a variety of professional backgrounds relevant to the work of the charity. The CEO also sits on the committee although has no voting rights.

We have a small, dedicated set of Trustees and are keen to recruit new Trustees who will complement the current skill and experience profile of the Board and our succession planning.

Day to day responsibility is with the CEO, Tina Butler, who is responsible for ensuring that the charity delivered the services specified and that the key performance indicators are met. She is also responsible for the day-to-day operational management of the Centre and ensuring that the team continue to develop their skills and working practices in line with good practice. All practitioners receive supervision from the Clinical Supervisors.

RELATE BRADFORD & LEEDS LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Relate Bradford & Leeds Ltd, whilst being an autonomous organisation in its own right, is a member of the Relate Federation and operates to the standards set by the Council of Relate Central Office.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Financial Review

This year the organisation can report a surplus of £15,546 (2021 deficit of £14,548).

Unrestricted reserves show a deficit of £18,887 (2021: deficit of £50,231) which has been mitigated by being able to allocate costs to some of the various restricted funded services we provide. It is hoped that in the next financial year some income generation will occur through use of our office space.

At the end of the financial year there was a surplus of £34,433 from our restricted funded projects, but this was primarily as a result of the alignment of and release of deferred income on the CALM Counselling Service. As a result, the deferred CALM monies from 2021 totalling £24,528 were transferred into a Designated Fund to assist with future costs of the ongoing service.

Total reserves at the end of the financial year were £265,281 (2021: £249,735).

The trustees and senior management meet on a regular basis to review budgeted income with actual expenditure and monitor closely any significant variations in anticipated cash-flow.

It is the policy of the organisation to aim to increase reserves to a level where we are able to continue, in the short term, to maintain and support existing services and users in the event of a loss of specific funding. To this end we believe that as an organisation we should be striving to ensure that our reserves at the end of any financial year are at least six months of total annual expenditure. Due to our reported surplus, we have now achieved our targeted level of reserves, and record this separately in our Liabilities Fund, shown in Note 11.

Our principal unrestricted funding sources are:

1. We are able to ask clients where possible to make a contribution towards the costs of some/all of our services.
2. We are able to charge for room hire to other agencies who wish to make use of our premises.
3. Donations from individuals and fundraising endeavours.

Details of our restricted funding is shown in Note 10.

RELATE BRADFORD & LEEDS LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Statement of Directors Responsibilities

The directors of Relate Bradford & Leeds Ltd are responsible for preparing the Trustees' Annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts for each financial year. Under company law the directors must not approve the accounts unless they are satisfied that they 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 charitable company for that period. In preparing these accounts the directors are required to:-

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements that are reasonable and prudent;
- state whether UK accounting standards have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

The directors are responsible for maintaining proper accounting records which disclose at anytime the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006, and the Charities Act 2011. 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.

On behalf of the board of trustees

J. Field

Trustee

Dated:

13 December 2022 JK
29 November 2022

RELATE BRADFORD & LEEDS LTD

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE BRADFORD

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 6 to 16.

Respective responsibilities of Trustees and Examiner

The trustees, who are also the directors of Relate Bradford & Leeds Ltd for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011, (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

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

Independent Examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin J Meddings MAAT
Kevin Meddings Accountancy Services
55 Crowther Avenue
Calverley
Leeds
West Yorkshire
LS28 5SA

Dated:

15/12/22



RELATE BRADFORD & LEEDS LTD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income						
Donations		130	-	7,500	7,630	219
Income from charitable activities:						
Client income		13,728	-	-	13,728	17,445
Contract income		-	-	3,611	3,611	1,985
Other operating income		-	-	-	-	999
Investment income		27	-	-	27	298
Grants and related income	2	-	-	347,887	347,887	305,579
Job retention scheme		644	-	-	644	16,554
Total income		14,529	-	358,998	373,527	343,079
Expenditure						
Charitable activities	3	33,416	-	324,565	357,981	357,627
Total expenditure		33,416	-	324,565	357,981	357,627
Net income/(expenditure)/net movement in funds before transfers		(18,887)	-	34,433	15,546	(14,548)
Transfers between funds		18,887	15,546	(34,433)	-	-
Net income/(expenditure)/net movement in funds after transfers		-	15,546	-	15,546	(14,548)
Total funds brought forward		-	249,735	-	249,735	264,283
Total funds carried forward		-	265,281	-	265,281	249,735

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

RELATE BRADFORD & LEEDS LTD

BALANCE SHEET AS AT 31 MARCH 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Current assets						
Debtors	8	241	-	66,481	66,722	31,229
Cash at bank and in hand		1,188	265,281	(52,595)	213,874	264,975
Total assets		1,429	265,281	13,886	280,596	296,204
Creditors: amounts falling due within one year	9	(1,429)	-	(13,886)	(15,315)	(46,469)
Total assets less current liabilities		-	265,281	-	265,281	249,735
The funds of the charity						
Restricted funds	10	-	-	-	-	-
Unrestricted funds		-	-	-	-	-
Designated funds	11	-	265,281	-	265,281	249,735
Total charity funds		-	265,281	-	265,281	249,735

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of those accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

The accounts were approved by the Board on

28 November 2022



Trustee

Company Registration No. 02652414

RELATE BRADFORD & LEEDS LTD

STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
Cash (used)/generated in operating activities	13	(51,128)	21,811
Cashflow from investing activities		27	298
		<hr/>	<hr/>
(Decrease)/Increase in cash equivalents in the year		(51,101)	22,109
Cash equivalents at the beginning of the year		264,975	242,866
		<hr/>	<hr/>
Total cash equivalents at the end of the year		213,874	264,975
		<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention, unless otherwise stated.

The accounts are prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The charity constitutes a public benefit entity as defined by FRS102.

Having considered future planned activities and the reserves available to the charity, the trustees are satisfied that the financial statements should be prepared on a going concern basis.

1.2 Incoming resources

Membership subscriptions, book sales and donations are accounted for when received by the Centre.

Grants of a revenue nature are also accounted for as and when received by the Centre, except where received in advance of the next year when they are deferred into the period to which they relate. Any unspent amounts are carried forward into the next financial year when considered appropriate.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises, those costs incurred by the charity in the delivery of its activities and services for beneficiaries.

Governance costs includes those costs associated with meeting the constitutional and statutory requirement of the charity.

All costs are allocated between the expenditure categories on the SOFA on a basis designed to reflect the use of the resource.

1.4 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 less estimated residual value of each asset over its expected useful life, as follows:

Leasehold improvements	3 years straight line
Equipment	3 years straight line

The directors have ratified a policy that only items of a capital nature with a cost in excess of £2,500 will be included in the balance sheet.

1.5 Fund accounting

Restricted funds are subject to specific conditions by donors as to how they may be used. The purpose and uses of the restricted funds are set out in the notes to the accounts.

1.6 Pensions

The charity pays contributions into The Peoples Pension which is a defined contribution workplace scheme.

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

2. Grants and related income

	2022 £	2021 £
City of Bradford Metropolitan District Council Department of Children's Services: Family Counselling	38,299	38,300
Bradford District Care Foundation Trust: Relationship and PST Counselling	161,720	161,720
Bradford District Care Foundation Trust: IAPT Couple Therapy for Depression	25,470	29,160
NHS Bradford & Craven CCG: Mental Health Champions and School Links	18,171	18,171
Department of Health & Social Care & NHS Bradford & Craven CCG: CALM Counselling Service	64,528	19,055
National Lottery Covid-19 Fund	2,074	30,326
One Adoption West Yorkshire	3,468	6,032
Parkinson's UK	1,430	2,015
NHS Leeds CCG: Relationship Counselling	31,557	-
West Yorkshire Health & Care Partnership: Mental Health & Wellbeing Hub	1,170	-
Aire Wharfe & Craven Counselling Services: Grief & Loss Project	-	800
	<hr/>	<hr/>
	347,887	305,579
	<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

3. Charitable activities

	2022 £	2021 £
Counselling salaries	124,814	125,837
Training and supervision fees	626	1,045
Centre salaries	154,674	159,853
Rent and utilities	36,547	33,127
Rates	699	1,664
Insurance	2,358	2,215
Pension costs	7,712	7,285
Telephone	1,035	2,656
Centre running costs	4,149	2,994
Sundry expenses	315	356
Bank charges	-	333
Payroll costs	900	900
Advertising	275	-
Interpreter costs	310	-
DBS costs	419	-
Computer costs, IT and telephone upgrades	10,561	5,982
Governance costs (note 4)	12,587	13,380
	<hr/>	<hr/>
	357,981	357,627
	<hr/>	<hr/>

4. Governance costs

	2022 £	2021 £
Relate federation charge	11,062	10,169
Independent examination fee	1,504	2,660
Annual return and Companies House costs	21	13
Legal fees	-	538
	<hr/>	<hr/>
	12,587	13,380
	<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

5. Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year (2021 £nil).

We can confirm that there are no related party transactions that require disclosure in the accounts (2021: none).

6. Employees

Number of employees

The average number of employees during the year was:

	2022 Number	2021 Number
Counselling	8	9
Administration and cleaning	9	8
	<u>17</u>	<u>17</u>

Employment costs

	2022 £	2021 £
Wages and salaries	264,850	270,223
Social security costs	14,638	15,467
Pension costs	7,712	7,285
	<u>287,200</u>	<u>292,975</u>

There were no employees whose annual emoluments were £60,000 or more.

7. Tangible fixed assets

	Equipment £
Cost	
At 1 April 2021 and 31 March 2022	12,131
	<u> </u>
Depreciation	
At 1 April 2021 and 31 March 2022	12,131
	<u> </u>
Net Book Value	
At 31 March 2021 and 2022	-
	<u> </u>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

8. Debtors

	2022 £	2021 £
Prepayments	2,586	3,134
Trade debtors	64,136	28,095
	<u>66,722</u>	<u>31,229</u>

9. Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals	1,395	2,234
Trade creditors	13,920	6,165
Deferred income	-	38,070
	<u>15,315</u>	<u>46,469</u>

10. Restricted funds

The income funds of the charity include restricted funds comprising unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021 £	Incoming resources £	Movement in funds Resources expended £	Transfers £	Balance at 31 March 2022 £
City of Bradford Metropolitan District Council Department of Children's Services: Family Counselling	-	38,299	(27,168)	(11,131)	-
Bradford District Care Foundation Trust: Relationship and PST Counselling	-	161,720	(185,646)	23,926	-
Bradford District Care Foundation Trust: IAPT Couple Therapy for Depression	-	25,470	(17,478)	(7,992)	-
NHS Bradford & Craven CCG: Mental Health Champions and School Links	-	18,171	(8,513)	(9,658)	-
Department of Health & Social Care: CALM Counselling Services	-	64,528	(33,960)	(30,568)	-
National Lottery Covid-19 Fund	-	9,574	(8,241)	(1,333)	-
One Adoption West Yorkshire	-	3,468	(2,445)	(1,023)	-
Parkinson's UK	-	1,430	(2,355)	925	-
NHS Leeds CCG: Relationship Counselling	-	31,557	(28,707)	(2,850)	-
West Yorkshire Health & Care Partnership: Mental Health & Wellbeing Hub	-	1,170	(1,177)	7	-
Relate Central Contracts	-	3,611	(8,875)	5,264	-
	<u>-</u>	<u>358,998</u>	<u>(324,565)</u>	<u>(34,433)</u>	<u>-</u>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

City of Bradford Metropolitan District Council Department of Children's Services: Family Counselling

To provide family and young people's counselling service.

Bradford District Care Foundation Trust: Relationship and PST Counselling

To provide counselling and psycho-sexual therapy services for people across the district.

Bradford District Care Foundation Trust: IAPT Couple Therapy for Depression

Counselling service for couples where one or both partners are experiencing mild to moderate depression.

NHS Bradford & Craven CCG: School Links

- To find ways of making sure that children and young people in Bradford schools have access to useful and interesting information about mental health issues.
- To take the stigma, shame and secrecy about mental health issues out of schools so that everyone, pupils, families and school staff can talk about mental health matters together.
- To make it easier for children and young people, and their families to be able to ask for help with mental health issues.

Department of Health & Social Care & NHS Bradford & Craven CCG: CALM Counselling Services

This service brings together and expands three existing therapeutic counselling services for children/young people in Bradford:

- Trauma – informed therapeutic support (Family Action);
- Relate Bradford & Leeds; and
- Step 2.

This is funded by the Department of Health and Social Care/Public Health and the NHS Bradford and Craven CCG for three years.

National Lottery Covid-19 Fund

Relate Bradford & Leeds were awarded £32,400 in 2020 to spend on 360 sessions of counselling for low-income couples/families in Leeds who were experiencing difficulties which arose due to confinement, financial worries, health anxiety/challenges and the general uncertainty and problems which have arisen as a result of COVID-19. We were awarded £18,000 to support young people and families and £14,400 for the purpose of adult relationship counselling. £2,074 of this income was deferred into 2021/22. In addition to these funds, £7,500 corporate donations were used to enable existing clients to complete their sessions. These funds have now ceased and any clients who were on waiting lists are now being seen under our new Leeds CCG Relationship Counselling commission which is running from October 2021.

One Adoption West Yorkshire

Relate Bradford & Leeds and Relate Cross Pennine were awarded a one-off grant of £10,000 in 2020 by One Adoption to deliver support to adoptive families across West Yorkshire. Relate Bradford & Leeds is the Lead Partner and we monitor referrals into us and onwards to Relate Cross Pennine.

One Adoption is a regional adoption agency made up of local authority adoption services from West Yorkshire, North Yorkshire, The Humber and North East Lincolnshire.

The service we provided to One Adoption had a specific focus on supporting adoptive parents during the COVID-19 crisis and takes the form of counselling, structured support, advice and/or guidance. The service ended in 2021.

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Parkinson's UK

A contract was originally awarded to Relate Bradford & Leeds Ltd on 1 January 2019 by Parkinson's UK to provide a counselling service by a counsellor to a household (individual/couple) with a diagnosis of Parkinson's or Parkinsonism in the Leeds area. We offer a maximum of 6 sessions at £65 each per referral. All referrals come from Parkinson's UK and we are continuing to provide the service until funds have been utilised.

NHS Leeds CCG: Relationship Counselling

This funding is to support people who need adult relationship support, individually or for couples. There is an outpost in Leeds, and counselling is either in person, via telephone or web counselling.

West Yorkshire Health & Care Partnership: Mental Health & Wellbeing Hub

The aim of this funding is to help and replenish our NHS and social care people, for those impacted by the pressures, pre and post COVID-19, through relationship counselling and in supporting mental wellbeing.

Relate Central Contracts

This is for the provision of specific counselling sessions.

11. Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	Transfers £
Liabilities Fund	132,885	-	-	46,115
CALM Counselling Services Fund	-	-	-	24,528
Organisational Growth and Development Fund	116,850	-	-	(55,097)
	<u>249,735</u>	<u>-</u>	<u>-</u>	<u>15,546</u>
				<u>265,281</u>

The Liabilities Fund represents a ringfenced reserve equal to 6 months' worth of expenditure, to ensure the organisation is able to continue, in the short term, to maintain and support existing services and users in the event of a loss of specific funding.

The CALM Counselling Services Fund represents funding from the Department of Health which had been deferred in the previous year due to reduced activity as a consequence of Covid.

The Organisational Growth and Development Fund represents additional reserves that the organisation can use to develop and strengthen our offering, in order to reach those who need our services.

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

12. Commitments under operating leases

At 31 March 2022 the company had annual commitments under non-cancellable operating leases as follows:

	Land and Buildings	
	2022	2021
	£	£
Expiry date:		
Within one year	30,000	30,000
Between two and five years	7,500	30,000
	<hr/>	<hr/>
	37,500	60,000
	<hr/>	<hr/>

13. Reconciliation of net movement in funds to net cashflow from operating activities

	2022	2021
	£	£
Net movement in funds	15,546	(14,548)
Deduct interest income	(27)	(298)
(Increase)/decrease in debtors	(35,493)	24,215
(Decrease)/increase in creditors	(31,154)	12,442
	<hr/>	<hr/>
Net cash (used)/generated in operating activities	(51,128)	21,811
	<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

Charity Registration No. 1013811
Company Registration No. 02652414 (England and Wales)

RELATE BRADFORD & LEEDS LTD

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RELATE BRADFORD & LEEDS LTD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Carol Ann Duerden Paul Stockwell Jonathan Smith Lynne Joyce Mohammed Khan Magdalena O'Connell Mahmud Nawaz Jennifer Field (appointed 10 May 2022)
Charity number	1013811
Company number	02652414
Registered office	Bradford Trident Business Centre 1 st Floor 11 Edward Street Bradford West Yorkshire BD4 7BH
Independent examiner	Kevin J Meddings MAAT Kevin Meddings Accountancy Services 55 Crowther Avenue Calverley Leeds West Yorkshire LS28 5SA
Bankers	The Co-Operative Bank P O Box 101 1 Balloon Street Manchester M60 4EP

RELATE BRADFORD & LEEDS LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report and accounts for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and Charities Act 2011.

Structure, governance and management

The company is a company limited by guarantee, incorporated on 8 October 1991, and registered as a charity with the Charity Commission on 20 August 1992. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The liability of the members in the event of the Centre being wound up is limited to a sum not exceeding £1. Relate Bradford & Leeds Ltd charitable objects were revised on 2 September 2008, in line with Relate Central Office's recommendations and the Articles of Association were amended on 2 September 2013.

The trustees, who are also directors for the purpose of company law, and who served during the year were:-

Marilyn Foster (resigned 15 November 2021)
 Peter Foster (resigned 15 November 2021)
 Carol Ann Duerden
 Paul Stockwell
 Jonathan Smith
 Hazel Jackson (resigned 20 April 2022)
 Catherine Jowitt (resigned 18 July 2022)
 Lynne Joyce
 Mohammed Khan
 Magdalena O'Connell
 Mahmud Nawaz (appointed 15 November 2021)

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as Members of the Executive. One third (or the number nearest one third) of the Executive must retire each year or at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring member of the Executive who is eligible may be re-appointed.

The Executive seeks to maintain a broad mix of relevant skills amongst its members. In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Executive.

A formal induction Policy Document: A Trustee Induction Pack and Trustee Code of Conduct for new and existing trustees are available.

The Executive must have a minimum of six members and a maximum of eighteen members. At present the Executive has eight members from a variety of professional backgrounds relevant to the work of the charity. The CEO also sits on the committee although has no voting rights.

We have a small, dedicated set of Trustees and are keen to recruit new Trustees who will complement the current skill and experience profile of the Board and our succession planning.

Day to day responsibility is with the CEO, Tina Butler, who is responsible for ensuring that the charity delivered the services specified and that the key performance indicators are met. She is also responsible for the day-to-day operational management of the Centre and ensuring that the team continue to develop their skills and working practices in line with good practice. All practitioners receive supervision from the Clinical Supervisors.

RELATE BRADFORD & LEEDS LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Relate Bradford & Leeds Ltd, whilst being an autonomous organisation in its own right, is a member of the Relate Federation and operates to the standards set by the Council of Relate Central Office.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Financial Review

This year the organisation can report a surplus of £15,546 (2021 deficit of £14,548).

Unrestricted reserves show a deficit of £18,887 (2021: deficit of £50,231) which has been mitigated by being able to allocate costs to some of the various restricted funded services we provide. It is hoped that in the next financial year some income generation will occur through use of our office space.

At the end of the financial year there was a surplus of £34,433 from our restricted funded projects, but this was primarily as a result of the alignment of and release of deferred income on the CALM Counselling Service. As a result, the deferred CALM monies from 2021 totalling £24,528 were transferred into a Designated Fund to assist with future costs of the ongoing service.

Total reserves at the end of the financial year were £265,281 (2021: £249,735).

The trustees and senior management meet on a regular basis to review budgeted income with actual expenditure and monitor closely any significant variations in anticipated cash-flow.

It is the policy of the organisation to aim to increase reserves to a level where we are able to continue, in the short term, to maintain and support existing services and users in the event of a loss of specific funding. To this end we believe that as an organisation we should be striving to ensure that our reserves at the end of any financial year are at least six months of total annual expenditure. Due to our reported surplus, we have now achieved our targeted level of reserves, and record this separately in our Liabilities Fund, shown in Note 11.

Our principal unrestricted funding sources are:

1. We are able to ask clients where possible to make a contribution towards the costs of some/all of our services.
2. We are able to charge for room hire to other agencies who wish to make use of our premises.
3. Donations from individuals and fundraising endeavours.

Details of our restricted funding is shown in Note 10.

RELATE BRADFORD & LEEDS LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2022

Statement of Directors Responsibilities

The directors of Relate Bradford & Leeds Ltd are responsible for preparing the Trustees' Annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts for each financial year. Under company law the directors must not approve the accounts unless they are satisfied that they 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 charitable company for that period. In preparing these accounts the directors are required to:-

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements that are reasonable and prudent;
- state whether UK accounting standards have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

The directors are responsible for maintaining proper accounting records which disclose at anytime the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006, and the Charities Act 2011. 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.

On behalf of the board of trustees

J. Field

Trustee

Dated:

13 December 2022 JK
29 November 2022

RELATE BRADFORD & LEEDS LTD

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE BRADFORD

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 6 to 16.

Respective responsibilities of Trustees and Examiner

The trustees, who are also the directors of Relate Bradford & Leeds Ltd for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011, (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

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

Independent Examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin J Meddings MAAT
Kevin Meddings Accountancy Services
55 Crowther Avenue
Calverley
Leeds
West Yorkshire
LS28 5SA

Dated:

15/12/22



RELATE BRADFORD & LEEDS LTD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income						
Donations		130	-	7,500	7,630	219
Income from charitable activities:						
Client income		13,728	-	-	13,728	17,445
Contract income		-	-	3,611	3,611	1,985
Other operating income		-	-	-	-	999
Investment income		27	-	-	27	298
Grants and related income	2	-	-	347,887	347,887	305,579
Job retention scheme		644	-	-	644	16,554
Total income		14,529	-	358,998	373,527	343,079
Expenditure						
Charitable activities	3	33,416	-	324,565	357,981	357,627
Total expenditure		33,416	-	324,565	357,981	357,627
Net income/(expenditure)/net movement in funds before transfers		(18,887)	-	34,433	15,546	(14,548)
Transfers between funds		18,887	15,546	(34,433)	-	-
Net income/(expenditure)/net movement in funds after transfers		-	15,546	-	15,546	(14,548)
Total funds brought forward		-	249,735	-	249,735	264,283
Total funds carried forward		-	265,281	-	265,281	249,735

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

RELATE BRADFORD & LEEDS LTD

BALANCE SHEET AS AT 31 MARCH 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Current assets						
Debtors	8	241	-	66,481	66,722	31,229
Cash at bank and in hand		1,188	265,281	(52,595)	213,874	264,975
Total assets		1,429	265,281	13,886	280,596	296,204
Creditors: amounts falling due within one year						
	9	(1,429)	-	(13,886)	(15,315)	(46,469)
Total assets less current liabilities		-	265,281	-	265,281	249,735
The funds of the charity						
Restricted funds	10	-	-	-	-	-
Unrestricted funds		-	-	-	-	-
Designated funds	11	-	265,281	-	265,281	249,735
Total charity funds		-	265,281	-	265,281	249,735

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of those accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

The accounts were approved by the Board on

28 November 2022



Trustee

Company Registration No. 02652414

RELATE BRADFORD & LEEDS LTD

STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
Cash (used)/generated in operating activities	13	(51,128)	21,811
Cashflow from investing activities		27	298
		<hr/>	<hr/>
(Decrease)/Increase in cash equivalents in the year		(51,101)	22,109
Cash equivalents at the beginning of the year		264,975	242,866
		<hr/>	<hr/>
Total cash equivalents at the end of the year		213,874	264,975
		<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention, unless otherwise stated.

The accounts are prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The charity constitutes a public benefit entity as defined by FRS102.

Having considered future planned activities and the reserves available to the charity, the trustees are satisfied that the financial statements should be prepared on a going concern basis.

1.2 Incoming resources

Membership subscriptions, book sales and donations are accounted for when received by the Centre.

Grants of a revenue nature are also accounted for as and when received by the Centre, except where received in advance of the next year when they are deferred into the period to which they relate. Any unspent amounts are carried forward into the next financial year when considered appropriate.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises, those costs incurred by the charity in the delivery of its activities and services for beneficiaries.

Governance costs includes those costs associated with meeting the constitutional and statutory requirement of the charity.

All costs are allocated between the expenditure categories on the SOFA on a basis designed to reflect the use of the resource.

1.4 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 less estimated residual value of each asset over its expected useful life, as follows:

Leasehold improvements	3 years straight line
Equipment	3 years straight line

The directors have ratified a policy that only items of a capital nature with a cost in excess of £2,500 will be included in the balance sheet.

1.5 Fund accounting

Restricted funds are subject to specific conditions by donors as to how they may be used. The purpose and uses of the restricted funds are set out in the notes to the accounts.

1.6 Pensions

The charity pays contributions into The Peoples Pension which is a defined contribution workplace scheme.

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

2. Grants and related income

	2022 £	2021 £
City of Bradford Metropolitan District Council Department of Children's Services: Family Counselling	38,299	38,300
Bradford District Care Foundation Trust: Relationship and PST Counselling	161,720	161,720
Bradford District Care Foundation Trust: IAPT Couple Therapy for Depression	25,470	29,160
NHS Bradford & Craven CCG: Mental Health Champions and School Links	18,171	18,171
Department of Health & Social Care & NHS Bradford & Craven CCG: CALM Counselling Service	64,528	19,055
National Lottery Covid-19 Fund	2,074	30,326
One Adoption West Yorkshire	3,468	6,032
Parkinson's UK	1,430	2,015
NHS Leeds CCG: Relationship Counselling	31,557	-
West Yorkshire Health & Care Partnership: Mental Health & Wellbeing Hub	1,170	-
Aire Wharfe & Craven Counselling Services: Grief & Loss Project	-	800
	<hr/>	<hr/>
	347,887	305,579
	<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

3. Charitable activities

	2022 £	2021 £
Counselling salaries	124,814	125,837
Training and supervision fees	626	1,045
Centre salaries	154,674	159,853
Rent and utilities	36,547	33,127
Rates	699	1,664
Insurance	2,358	2,215
Pension costs	7,712	7,285
Telephone	1,035	2,656
Centre running costs	4,149	2,994
Sundry expenses	315	356
Bank charges	-	333
Payroll costs	900	900
Advertising	275	-
Interpreter costs	310	-
DBS costs	419	-
Computer costs, IT and telephone upgrades	10,561	5,982
Governance costs (note 4)	12,587	13,380
	<hr/>	<hr/>
	357,981	357,627
	<hr/>	<hr/>

4. Governance costs

	2022 £	2021 £
Relate federation charge	11,062	10,169
Independent examination fee	1,504	2,660
Annual return and Companies House costs	21	13
Legal fees	-	538
	<hr/>	<hr/>
	12,587	13,380
	<hr/>	<hr/>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

5. Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year (2021 £nil).

We can confirm that there are no related party transactions that require disclosure in the accounts (2021: none).

6. Employees

Number of employees

The average number of employees during the year was:

	2022 Number	2021 Number
Counselling	8	9
Administration and cleaning	9	8
	<u>17</u>	<u>17</u>

Employment costs

	2022 £	2021 £
Wages and salaries	264,850	270,223
Social security costs	14,638	15,467
Pension costs	7,712	7,285
	<u>287,200</u>	<u>292,975</u>

There were no employees whose annual emoluments were £60,000 or more.

7. Tangible fixed assets

	Equipment £
Cost	
At 1 April 2021 and 31 March 2022	12,131
	<u> </u>
Depreciation	
At 1 April 2021 and 31 March 2022	12,131
	<u> </u>
Net Book Value	
At 31 March 2021 and 2022	-
	<u> </u>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

8. Debtors

	2022 £	2021 £
Prepayments	2,586	3,134
Trade debtors	64,136	28,095
	<u>66,722</u>	<u>31,229</u>

9. Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals	1,395	2,234
Trade creditors	13,920	6,165
Deferred income	-	38,070
	<u>15,315</u>	<u>46,469</u>

10. Restricted funds

The income funds of the charity include restricted funds comprising unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021 £	Incoming resources £	Movement in funds Resources expended £	Transfers £	Balance at 31 March 2022 £
City of Bradford Metropolitan District Council Department of Children's Services: Family Counselling	-	38,299	(27,168)	(11,131)	-
Bradford District Care Foundation Trust: Relationship and PST Counselling	-	161,720	(185,646)	23,926	-
Bradford District Care Foundation Trust: IAPT Couple Therapy for Depression	-	25,470	(17,478)	(7,992)	-
NHS Bradford & Craven CCG: Mental Health Champions and School Links	-	18,171	(8,513)	(9,658)	-
Department of Health & Social Care: CALM Counselling Services	-	64,528	(33,960)	(30,568)	-
National Lottery Covid-19 Fund	-	9,574	(8,241)	(1,333)	-
One Adoption West Yorkshire	-	3,468	(2,445)	(1,023)	-
Parkinson's UK	-	1,430	(2,355)	925	-
NHS Leeds CCG: Relationship Counselling	-	31,557	(28,707)	(2,850)	-
West Yorkshire Health & Care Partnership: Mental Health & Wellbeing Hub	-	1,170	(1,177)	7	-
Relate Central Contracts	-	3,611	(8,875)	5,264	-
	<u>-</u>	<u>358,998</u>	<u>(324,565)</u>	<u>(34,433)</u>	<u>-</u>

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

City of Bradford Metropolitan District Council Department of Children's Services: Family Counselling

To provide family and young people's counselling service.

Bradford District Care Foundation Trust: Relationship and PST Counselling

To provide counselling and psycho-sexual therapy services for people across the district.

Bradford District Care Foundation Trust: IAPT Couple Therapy for Depression

Counselling service for couples where one or both partners are experiencing mild to moderate depression.

NHS Bradford & Craven CCG: School Links

- To find ways of making sure that children and young people in Bradford schools have access to useful and interesting information about mental health issues.
- To take the stigma, shame and secrecy about mental health issues out of schools so that everyone, pupils, families and school staff can talk about mental health matters together.
- To make it easier for children and young people, and their families to be able to ask for help with mental health issues.

Department of Health & Social Care & NHS Bradford & Craven CCG: CALM Counselling Services

This service brings together and expands three existing therapeutic counselling services for children/young people in Bradford:

- Trauma – informed therapeutic support (Family Action);
- Relate Bradford & Leeds; and
- Step 2.

This is funded by the Department of Health and Social Care/Public Health and the NHS Bradford and Craven CCG for three years.

National Lottery Covid-19 Fund

Relate Bradford & Leeds were awarded £32,400 in 2020 to spend on 360 sessions of counselling for low-income couples/families in Leeds who were experiencing difficulties which arose due to confinement, financial worries, health anxiety/challenges and the general uncertainty and problems which have arisen as a result of COVID-19. We were awarded £18,000 to support young people and families and £14,400 for the purpose of adult relationship counselling. £2,074 of this income was deferred into 2021/22. In addition to these funds, £7,500 corporate donations were used to enable existing clients to complete their sessions. These funds have now ceased and any clients who were on waiting lists are now being seen under our new Leeds CCG Relationship Counselling commission which is running from October 2021.

One Adoption West Yorkshire

Relate Bradford & Leeds and Relate Cross Pennine were awarded a one-off grant of £10,000 in 2020 by One Adoption to deliver support to adoptive families across West Yorkshire. Relate Bradford & Leeds is the Lead Partner and we monitor referrals into us and onwards to Relate Cross Pennine.

One Adoption is a regional adoption agency made up of local authority adoption services from West Yorkshire, North Yorkshire, The Humber and North East Lincolnshire.

The service we provided to One Adoption had a specific focus on supporting adoptive parents during the COVID-19 crisis and takes the form of counselling, structured support, advice and/or guidance. The service ended in 2021.

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

Parkinson's UK

A contract was originally awarded to Relate Bradford & Leeds Ltd on 1 January 2019 by Parkinson's UK to provide a counselling service by a counsellor to a household (individual/couple) with a diagnosis of Parkinson's or Parkinsonism in the Leeds area. We offer a maximum of 6 sessions at £65 each per referral. All referrals come from Parkinson's UK and we are continuing to provide the service until funds have been utilised.

NHS Leeds CCG: Relationship Counselling

This funding is to support people who need adult relationship support, individually or for couples. There is an outpost in Leeds, and counselling is either in person, via telephone or web counselling.

West Yorkshire Health & Care Partnership: Mental Health & Wellbeing Hub

The aim of this funding is to help and replenish our NHS and social care people, for those impacted by the pressures, pre and post COVID-19, through relationship counselling and in supporting mental wellbeing.

Relate Central Contracts

This is for the provision of specific counselling sessions.

11. Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Movement in funds		Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	Transfers £
Liabilities Fund	132,885	-	-	46,115
CALM Counselling Services Fund	-	-	-	24,528
Organisational Growth and Development Fund	116,850	-	-	(55,097)
	<u>249,735</u>	<u>-</u>	<u>-</u>	<u>15,546</u>
				<u>265,281</u>

The Liabilities Fund represents a ringfenced reserve equal to 6 months' worth of expenditure, to ensure the organisation is able to continue, in the short term, to maintain and support existing services and users in the event of a loss of specific funding.

The CALM Counselling Services Fund represents funding from the Department of Health which had been deferred in the previous year due to reduced activity as a consequence of Covid.

The Organisational Growth and Development Fund represents additional reserves that the organisation can use to develop and strengthen our offering, in order to reach those who need our services.

RELATE BRADFORD & LEEDS LTD

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

12. Commitments under operating leases

At 31 March 2022 the company had annual commitments under non-cancellable operating leases as follows:

	Land and Buildings	
	2022	2021
	£	£
Expiry date:		
Within one year	30,000	30,000
Between two and five years	7,500	30,000
	<hr/>	<hr/>
	37,500	60,000
	<hr/> <hr/>	<hr/> <hr/>

13. Reconciliation of net movement in funds to net cashflow from operating activities

	2022	2021
	£	£
Net movement in funds	15,546	(14,548)
Deduct interest income	(27)	(298)
(Increase)/decrease in debtors	(35,493)	24,215
(Decrease)/increase in creditors	(31,154)	12,442
	<hr/>	<hr/>
Net cash (used)/generated in operating activities	(51,128)	21,811
	<hr/> <hr/>	<hr/> <hr/>