

Charity registration number 1025961

Company registration number 02646454 (England and Wales)

**Age UK Bradford & District**  
**Annual Report and Financial Statements**  
**For The Year Ended 31 March 2022**

# AGE UK BRADFORD & DISTRICT

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Ammara Ahmed (Appointed 21 February 2022) Halyna Dowhan (Resigned 9 November 2021) Pamela James (Vice Chair until October 2021) Jennifer Lee (Appointed 20 December 2021) Akhtar Malik Muhammad Ibrahim Amanda Peters Jonathan Stead Gill Thornton (Appointed 21 February 2022) Joanne Volpe (Vice Chair from October 2021) Jonathan Wright (Chair)
<b>Secretary</b>	Mark Rounding (Chief Executive Officer)
<b>Charity number</b>	1025961
<b>Company number</b>	02646454
<b>Registered office</b>	75 Wrose Road Wrose Shipley Bradford West Yorkshire BD18 1HX
<b>Auditor</b>	Azets Audit Services Limited 33 Park Place Leeds LS1 2RY
<b>Bankers</b>	National Westminster 7 Hustlergate Bradford BD1 1PP

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# AGE UK BRADFORD & DISTRICT

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# **AGE UK BRADFORD & DISTRICT**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### **FOR THE YEAR ENDED 31 MARCH 2022**

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The Trustees (who are also directors of Age UK Bradford & District for the purposes of company law) are pleased to present their annual report together with the financial statements of the charity for the year ending 31 March 2022, which are also prepared to meet the requirements for a directors' report and financial statements for Companies Act purposes.

The Legal and Administrative information page forms part of this Trustees' report.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) (effective 1 January 2019).

Age UK Bradford & District is a charitable company limited by guarantee. The company (company number 02646454) was incorporated on 17 September 1991 as Age Concern Bradford & District as amended by special resolution passed 21 July 1993 and registered as a charity (charity number 1025961) on 13 September 1993. The company changed its name to Age UK Bradford & District by special resolution passed 31 January 2012. A further change to its articles was made in September 2019 by Special Resolution which changed the charity name to Age UK Bradford District and adopted new articles in line with best practice.

#### **Structure, Governance and Management**

Age UK Bradford District (AUKBD) is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21 July 1993 and amended to allow for current governance arrangements on 30 September 2020. It is registered as a charity with the Charity Commission.

The charity remains and will remain an independent local charity.

AUKBD meets the definition of a public benefit entity under FRS 102.

#### **Appointment of Trustees**

The Officers (Chair and Vice Chair and ordinary Trustee Board members) are elected for 3 year terms. One third (3) of the ordinary members of the Trustee Board are eligible for re-election each year, along with any current vacancies. Co-opted members (up to 4) serve for one year.

#### **Trustee Induction and Training**

New Trustees (and existing Trustees) are inducted to inform them of their legal obligations under charity and company law; the governing documents; structures, committees and decision making processes, planning, monitoring and review arrangements and the performance of the charity against its current business plan and financial targets. The induction and training programme were reviewed in 2018 and now includes meetings with representatives of staff and volunteers. In addition updates from the Charity Commission are included as an agenda item at each board meeting.

The Charity also supports its Trustees to be involved in Age UK National and Age UK Yorkshire/Humber Region and other organisation's training and events.

#### **Organisation**

The Trustee Board administers the charity. In the year under review the Board meet on a bi-monthly basis supported by committees providing more focussed analysis and scrutiny. The committee structure was reviewed in July 2021 and the following established after the AGM in October 2021:

Business Development & Operations  
Finance Committee  
People & Organisational Development



# **AGE UK BRADFORD & DISTRICT**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2022**

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In addition the Board and its committee's establishes Advisory Committees or working groups with a geographical or project related focus as it deems useful which can include a range of trustee, staff, volunteer and external members as required.

These currently include the following:

Equality, Diversity and Inclusion Working Group  
Health & Safety Working Group

All Trustees give their time as Trustees voluntarily. Any expenses claimed by the Trustees are set out in note 9 to the accounts.

#### **Key management personnel**

The trustees consider the Senior Leadership Team, consisting of 2 posts, as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. The posts are Chief Executive and Director of Business Development. The pay of all the charity's employees is reviewed annually. The remuneration is also compared with charities of a similar size and activity to ensure that the remuneration set is fair and not out of line with that generally paid for similar roles. Salary increases have been awarded in line with statutory increases in the national minimum wage and also to staff roles just above this level in order to maintain differentials between roles. The board is committed to continuing to develop and improve staff salary levels.

#### **Subsidiary undertaking**

Age UK Bradford & District Trading Ltd, a company registered in England & Wales, number 02895819 was a wholly owned subsidiary of Age UK Bradford & District. This ceased to trade in March 2018 and was dissolved in February 2022.

#### **Risk Management**

The Trustees have a risk management strategy which comprises an annual review of the risks which the charity may face. This feeds into the business continuity plan. The business continuity plan process was followed as a result of Covid 19 and ensured that we responded promptly to the significant threat posed by the pandemic.

Risk Management is overseen by the Board with each Committee taking responsibility for preparing and monitoring the risks in their area of work and bringing these to the attention of the board. Prior to the adoption of the Annual report by the Trustee Board each year, the committees advise the Board on matters relating to the management of risk by:

- identifying the major risks that apply to the charity,
- making recommendations about how to respond to and mitigate risks,
- recommending an appropriate statement regarding risk management in the Annual Report,
- identifying "ownership" of the risk within the Charity's management team and Trustee committees
- Reviewing and adapting the business continuity plan as appropriate

In reviewing risks, the Trustees have taken into account the fall in retail income experienced by the charity in recent years and the significant risks and challenges posed by ongoing uncertainty around Covid19 including its impact on staff and volunteer sickness levels and increasing challenges around recruitment of staff. The highest risk identified in 2021 was the continuing pandemic which resulted in the closure of AUKBD's shops until April 2021. This situation has continued to inform our planning and budgeting and the budget set for 2022/2023 was set to reflect ongoing uncertainty.

The Trustees continue to believe that the Charity's engagement locally, along with its involvement with both the Age England Association and Age UK nationally ensure effective knowledge sharing and influencing in terms of policy decisions affecting people in later life.

# AGE UK BRADFORD & DISTRICT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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Health and safety risk assessments are carried out annually. This is in addition to reviewing any 'near misses' or significant incidents. These assessments are stored at all locations across the organisation and all site representatives have undergone training on Health and Safety and risk management. There is a holistic approach to risk within the organisation with additional risk management protocols in the form of; COSHH, lone working, fire risk, individual employee and volunteer assessments. The process is overseen by the designated Health and Safety officer. Audit processes and recording tools are utilised to review site risks on a daily, weekly, monthly, six monthly and annual basis.

The organisation complies with the West and North Yorkshire Adult Safeguarding procedures. All staff within the organisation are expected to attend Safeguarding training as a mandatory requirement. This is delivered by Bradford Metropolitan Council. All existing staff have now attended this training. Furthermore designated Safeguarding Officers are in place to support and review any Safeguarding concerns and ensure effective implementation of the associated Safeguarding policies.

The Charity takes the safety of all staff, volunteers and clients very seriously. Personal Safety and Lone working remain a priority. This is also reflected in the lone worker policy, risk assessment and training schedule.

### Objectives and Activities

Serving all the areas of Bradford, Keighley & Ilkley, Shipley & Bingley AUKBD is both a local charity, a partner of Age UK National and a member of the Age England Association.

Our mission is to enable, empower and support people to live well as active, engaged and influential members of their communities. We will work to ensure that everyone's contribution is valued and that individuals and their communities provide mutual support which promotes independence, inclusion, choice and control.

Our ambition is to build on the opportunities provided by the diverse communities that comprise Bradford District to meet the priorities and challenges identified by people in these communities and to help older people in the district to live their best life. We cannot achieve this alone, or indeed without our valued partners in the voluntary and community sector or the public sector.

It is an ambition that aims to enable individuals and communities to become hubs of self help and support, addressing isolation, promoting independence, inclusion, choice and control and enabling wellbeing, confident in their voice to influence the circumstances and environment in which they live.

Age UK Bradford District will listen to, engage and work with older people and their friends and families. The focus is on enabling, empowering and supporting them to remain independent, active and engaged members of their communities, both receiving and providing the support and activities they identify that they need and which are their chosen priorities.

This is in line with our organisational values which were reviewed in December 2021 and it was agreed that AUKBD is:

- **Person Centred:**
  - We will listen to, engage and work with people to identify and develop their own solutions and responses
  - We will listen to people to find out what is important to them
- **Inclusive:**
  - We value everyone
  - We treat people with dignity and compassion
  - We will treat people as individuals with their own unique experiences and strengths

# AGE UK BRADFORD & DISTRICT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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- **Empowering:**
  - We support people to make their own decisions
  - We will enable people and their communities to provide mutual support
- **Connected**
  - We are one team
  - We are collaborative
  - We are better when we work together
  - We involve & link people and their communities in shaping what we do
- **Authentic**
  - We will be genuine and realistic about what we do and what we can offer,
  - We will be dependable and reliable
  - We will be transparent

These are underpinned by a charter of promises to the people we work with which commits everyone at AUKBD to ensure that:

- You're listened to and treated with dignity and compassion
- Your faith and culture are respected and valued
- You will not be discriminated against on any basis
- You're at the heart of decisions about your life, we will work with you to explore your options and support you to implement your choices and decisions
- You can use your experience to help shape, develop, deliver and improve projects
- We will listen to you carefully and respond to you needs promptly
- We will not make assumptions about your needs or abilities
- Where we can't help we will assist you to access the most appropriate support for your needs
- We will put your interests, needs and choices first

In order to implement the organisations vision and mission Age UK Bradford District will focus on 5 strategic aims:

- We will provide a person centred approach  
Putting people at the centre of what we do, co-producing activities and enabling individuals and communities to provide mutual support.
- We will deliver high quality  
Maintaining and extending our externally awarded quality marks and improving feedback from people using our services.
- We will extend our reach and impact  
Increasing the numbers of people we assist across all communities and improving the benefit and impact of our work.
- We will develop the organisation, our people, premises and systems  
Improving the experience of staff and volunteers and the efficiency of our systems.
- We will expand our funding base  
Increasing retail and community fundraising levels and testing and introducing paid for services.

Age UK Bradford District is committed to being inclusive in all its activities and to ensuring that all aspects of the organisation reflect the diverse nature of the communities we serve.

We are clear that Age UK Bradford District will operate within key areas that have been developed as a result of the priorities identified by people in later life and developed in the Transforming Services Programme launched in 2017 and the Moving Forward strategy of 2020.

# AGE UK BRADFORD & DISTRICT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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These are

- Information
- Help and Support
- Advice and Casework
- Groups and Activities

This work is prioritised through community engagement and conversations.

Locally AUKBD works with a wider range of older people's organisations and networks, and with a great number of other statutory sector and voluntary sector partners - including Bradford Metropolitan District Council Dept. of Adult & Community Services, the Department of Work & Pensions, Housing Benefits, and Bradford & Airedale Clinical Commissioning Groups (CCGs).

Nationally and regionally the Charity is a member of the Age England Association.

When reviewing the aims and objectives of the Charity and planning future activities the Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission.

### Achievements and Performance:

During the year the Trustees reviewed the charity's activities, management and financial position establishing, as mentioned above, a new committee structure to give it a greater focus and understanding of the different areas of the charity's work.

During 2021/22 the teams at AUKBD supported 8,633 people across Bradford District having 11,787 contacts with them. This is broken down as follows:

Function	No of individuals	No of contacts
Information	5,511	5,511
Help & Support	1,359	3,960
Advice & Casework	1,589	1,798
Activities & Groups	174	598
<b>Total:</b>	<b>8633</b>	<b>11,787</b>

In excess of £750,000 was secured in backdated welfare benefits for people, down on previous years as a result of the continuing impact of Covid and reduced staffing, but still an amazing amount which helps not local older people but the local economy.

This work is delivered through 6 Community Hubs based across Bradford, Keighley and Shipley and a team of 33 staff and almost 200 volunteers. A review of Charity Log, the case management systems was carried out in 2021/22 and major changes implemented which will see AUKBD being able to capture more information about its impact for both older people and local communities over the coming year.

### Quality Standards

The Charity continues to work to maintain and improve its quality systems. In January 2022 the externally assessed Age UK Charity Quality Standards award was renewed which follows the renewal of the Advice Quality Standard in January 2021.

# **AGE UK BRADFORD & DISTRICT**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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### **Policies and Procedures**

An ongoing review and update of policies and procedures was maintained through the period. The Terms of Reference for all our sub-committees and advisory committees are reviewed annually which resulted in significant changes to the sub committees as detailed earlier. The Employee Handbook and Volunteer Handbook are continuously reviewed and updated. Staff have easy access to this and a number of other key documents and resources.

### **Facilities**

The Charity continues to look at ways to develop both premises and the IT infrastructure.

### **Fundraising**

The charity seeks and receives individual donations to support our work. We strive to achieve the highest standard fundraising standards and value our supportive funders and donors. We stay up to date with charity regulations, data protection and the Fundraising Preference Service (FPS) to make sure we are legally compliant and adhering to all guidelines and best practice. There were no complaints made during the year.

### **Financial review**

Net income after actuarial gains of £13,122 shows a surplus of £75,568 (2021 - £152,895) for the year. This is made up of a surplus on general unrestricted funds totalling £27,929 (including an actuarial gain of £13,122), and a surplus of £47,639 on restricted funds. Total funds at 31 March 2022 stood at £270,614, comprising of £104,171 of restricted funds and £166,443 of unrestricted funds. This is a marked improvement on the position at 31 March 2021 when total funds stood at £195,046.

Financially the year presented unprecedented challenges due to the impact of Covid19 as previously mentioned a major impact on the charity and work to mitigate this has already been carried out.

The charity continues to reclaim a proportion of VAT not associated with taxable outputs using the HMRC partial exemption scheme and will seek to do so in future years. The charity is also seeking to maximise the interest earning potential of its liquid funds and is currently investigating a number of possibilities.

### **Reserves Policy**

The board has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be equivalent to 3 months of the general running costs, which equates to £216,000 in general funds. At the year end the charity had free reserves of £162,075.

### **Investment Policy**

The Trustees regularly check the rates achieved on funds deposited and the constitution gives Trustees the powers to move funds if required. A banking review took place during 2021 and will be implemented in 2022.

### **Future Plans**

Age UK Bradford District has one clear goal, to ensure that older people across Bradford District can live their best possible life in age friendly communities where everyone's future is valued.

To achieve this we have 3 priorities as we look to the future:

To ensure the ongoing safety and wellbeing of the AUKBD team through monitoring risks and ensuring consultation on and effective communication of guidance to protect staff, volunteers and the people we support.

To ensure that we consolidate and maintain our financial position which is stronger than at any time in recent years. We will continue stringent monitoring of our cashflow and budgets in line with our financial procedures. Looking forward to the next financial year 2023 to 2024 the directors have no reason to believe that the charity will not continue to be a going concern.

To maintain and develop, as opportunities and resources allow, the delivery of our key functions in each community and in response to those communities needs. The development of our Community Hubs has been impacted by the ongoing restrictions around Covid19. We will work to develop and increase the offer each Community Hub can make to the people in their communities.

# AGE UK BRADFORD & DISTRICT

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

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### Auditor

In accordance with the company's articles, a resolution proposing that Azets Audit Services Limited be reappointed as auditor of the company will be put at a General Meeting.

### Small Company Rules

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006.

### Conclusion

The Trustees are once again grateful for the enormous effort of the charity's staff, volunteers and supporters for their hard work over the year. They also wish to thank statutory and voluntary sector partners, funders and donors for helping to ensure that older people in the District can live their best life.

### Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved by the Board of Trustees.

*Jonathan Wright*

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J H Wright MBE

**Trustee and Chair**

Dated: 22/11/2022  
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# **AGE UK BRADFORD & DISTRICT**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 MARCH 2022***

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The Trustees, who are also the directors of Age UK Bradford & District for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# AGE UK BRADFORD & DISTRICT

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF AGE UK BRADFORD & DISTRICT

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#### Opinion

We have audited the financial statements of Age UK Bradford & District (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 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 charity 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

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters 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 (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.



# AGE UK BRADFORD & DISTRICT

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF AGE UK BRADFORD & DISTRICT

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#### **Matters on which we are required to report by exception**

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

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

#### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose 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 charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

# AGE UK BRADFORD & DISTRICT

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF AGE UK BRADFORD & DISTRICT

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#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, through discussion with the directors and other management, and from inspection of the charitable company's regulatory and legal correspondence. We discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance during the audit.

The charitable company is subject to laws and regulations that directly affect the financial statements including financial reporting legislation (including related companies and charities legislation), pensions legislation, taxation legislation and further laws and regulations that could indirectly affect the financial statements, comprising environmental, health and safety and employment legislation. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the directors and other management and inspection of regulatory and legal correspondence, if any. These procedures did not identify any potentially material actual or suspected non-compliance.

To identify risks of material misstatement due to fraud we considered the opportunities and incentives and pressures that may exist within the charitable company to commit fraud. Our risk assessment procedures included: enquiry of trustees and other management to understand the high level policies and procedures in place to prevent and detect fraud, reading Board minutes and considering performance targets and incentive schemes in place for management. We communicated identified fraud risks throughout our team and remained alert to any indications of fraud during the audit.

As a result of these procedures we identified the greatest potential for fraud in the following areas:

- income recognition and in particular the risk that income is recognised in the wrong reporting period; and
- subjective accounting estimates.

Fraud risks arise due to a potential desire to present results in a differing light to meet management objectives.

As required by auditing standards we also identified and addressed the risk of management override of controls. We performed the following procedures to address the risks of fraud identified:

- identifying and testing high risk journal entries through vouching the entries to supporting documentation;
- assessing significant accounting estimates for bias;
- testing the recognition of income and in particular that it was recognised in the correct period; and
- testing the control environment around cash takings, including segregation of duties and cash reconciliations.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

# AGE UK BRADFORD & DISTRICT

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF AGE UK BRADFORD & DISTRICT

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#### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Azets Audit Services Limited*

**Jessica Lawrence (Senior Statutory Auditor)**  
**for and on behalf of Azets Audit Services Limited**

23/11/2022

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**Accountants**  
**Statutory Auditor**

33 Park Place  
Leeds  
LS1 2RY

# AGE UK BRADFORD & DISTRICT

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<b><u>Income from:</u></b>					
Donations and legacies	3	58,732	-	58,732	110,458
Charitable Income	4	66,654	491,697	558,351	656,157
Other trading activities	5	308,182	-	308,182	325,893
Investments		9	-	9	29
<b>Total income</b>		<b>433,577</b>	<b>491,697</b>	<b>925,274</b>	<b>1,092,537</b>
<b><u>Expenditure on:</u></b>					
Raising funds	6	392,674	-	392,674	433,343
Charitable activities	6	40,518	429,636	470,154	505,435
<b>Total expenditure</b>		<b>433,192</b>	<b>429,636</b>	<b>862,828</b>	<b>938,778</b>
<b>Net income/(expenditure) before transfers</b>		<b>385</b>	<b>62,061</b>	<b>62,446</b>	<b>153,759</b>
Transfers between funds		14,422	(14,422)	-	-
<b>Net income for the year</b>		<b>14,807</b>	<b>47,639</b>	<b>62,446</b>	<b>153,759</b>
<b>Other recognised gains and losses</b>					
Actuarial gain/(loss) on defined benefit pension schemes	16	13,122	-	13,122	(864)
<b>Net movement in funds</b>		<b>27,929</b>	<b>47,639</b>	<b>75,568</b>	<b>152,895</b>
Fund balances at 1 April 2021		138,514	56,532	195,046	42,151
<b>Fund balances at 31 March 2022</b>	<b>19</b>	<b>166,443</b>	<b>104,171</b>	<b>270,614</b>	<b>195,046</b>

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

All income and expenditure derive from continuing activities.

The notes on pages 16 - 32 comprise part of these financial statements.

A fully detailed Statement of Financial Activities for the year ended 31 March 2021 is shown on Note 23 to the financial statements.

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

# AGE UK BRADFORD & DISTRICT

## BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	11		4,368		10,761
<b>Current assets</b>					
Debtors	12	65,458		91,554	
Cash at bank and in hand		269,984		168,662	
		335,442		260,216	
<b>Creditors: amounts falling due within one year</b>	13	(65,448)		(57,059)	
Net current assets			269,994		203,157
<b>Total assets less current liabilities</b>			274,362		213,918
<b>Creditors: amounts falling due after more than one year</b>	14		(3,748)		(18,872)
<b>Net assets</b>			270,614		195,046
<b>Income funds</b>					
Restricted funds	18	104,171		56,532	
Unrestricted funds		166,443		138,514	
		270,614		195,046	

The notes on pages 16 - 32 form part of these financial statements.

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

The financial statements were approved by the Trustees on 07/11/2022

*Jonathan Wright*

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J H Wright MBE

Trustee and Chair

Company Registration No. 02646454

# AGE UK BRADFORD & DISTRICT

## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED 31 MARCH 2022**

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	Notes	2022 £	£	2021 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	21		101,313		117,635
<b>Investing activities</b>					
Investment income received		9		29	
		<hr/>		<hr/>	
<b>Net cash generated from investing activities</b>			9		29
<b>Net cash used in financing activities</b>			-		-
			<hr/>		<hr/>
<b>Net increase in cash and cash equivalents</b>			101,322		117,664
Cash and cash equivalents at beginning of year			168,662		50,998
			<hr/>		<hr/>
<b>Cash and cash equivalents at end of year</b>			269,984		168,662
			<hr/> <hr/>		<hr/> <hr/>

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

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

##### Charity information

Age UK Bradford & District is a charitable company limited by guarantee incorporated and registered in England and Wales. The company (company number 02646454) was incorporated on 17 September 1991 as Age Concern Bradford & District as amended by special resolution passed 21 July 1993 and registered as a charity (charity number 1025961) on 13 September 1993. The company changed its name to Age UK Bradford & District by special resolution passed 31 January 2012. The registered office is 75 Wrose Road, Shipley, Bradford, England, BD18 1HX.

Each member of the company has undertaken to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

#### 1.1 Accounting convention

The financial statements have been prepared on a going concern basis 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 (FRS102) (effective 1 January 2019) ("Charities SORP (FRS102)"), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

Age UK Bradford & District meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

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

#### 1.4 Income

Voluntary income including donations, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, the receipt is probable and the amount can be measured with sufficient reliability. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods; or the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income grants are credited to the income and expenditure account at the time when the related expenditure has been incurred. Income grants for specific projects are credited to the income and expenditure account when received and unspent amounts at the year-end are carried forward as restricted funds.

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 1 Accounting policies

(Continued)

##### Donated goods and services

Donated services are recognised if the value of the gift can be measured reliably.

Income from goods donated for sale in the charity's shops is recognised at point of sale. As a result of the high volume of low value donated goods received by the charity, the cost of recognising these items at fair value on receipt would outweigh the benefit of recognising them in the accounts.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes attributable VAT which cannot be recovered:

- Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

#### 1.6 Tangible fixed assets

Tangible fixed assets are defined as those assets costing over £1,000.

Such 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	Over the life of the lease
Fixtures and fittings	5 years straight line
Computer equipment	3 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

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.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.



# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

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#### 1 Accounting policies

(Continued)

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Impairment of financial assets**

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

##### **Derecognition of financial assets**

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Taxation

Age UK Bradford & District is a registered charity and as such is a charity within the meaning of schedule 6 of the Finance Act 2010. Accordingly, the charity is potentially entitled to tax exemption under part 11 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising. Given this, no tax charge arises on the charity.

#### 1.11 Employee benefits

The costs of short term employee benefits are recognised as a liability and an expense where settlement of obligations does not fall within the same period.

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 1 Accounting policies

(Continued)

##### 1.12 Retirement benefits

The charity participates in a multi-employer defined contribution pension arrangement, The Pension Trust Growth Plan Series 4. The pension charge represents the amount payable by the charity to the fund in respect of the year.

Previously, the charity and group participated in The Pension Trust Growth Plan, Series 1, 2 and 3, a multi-employer defined benefit pension arrangement. It is not possible in the normal course of events to identify the share of underlying assets and liabilities belonging to individual participating employers. In accordance with Charities SORP (FRS 102) the charity recognises the liability to make payments to fund the deficit relating to past service where it has entered into an agreement to make those payments.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The estimates and judgements which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are outlined below.

##### Critical judgements

##### Defined benefit pension scheme

The present value of future liabilities in respect of pension scheme shortfalls is a key figure in the financial statements, the discount rate used in calculating this present value is a key estimate in the financial statements.

#### 3 Donations and legacies

	2022	2021
	£	£
Donations and gifts	54,718	19,580
Legacies receivable	3,056	-
CJRS furlough grants	958	90,878
	<u>58,732</u>	<u>110,458</u>

All donations and legacies received in both years are unrestricted.

The charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

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### **4 Charitable activities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Grants and contracts receivable	558,351	656,157
	<u>558,351</u>	<u>656,157</u>
<b>Analysis by fund:</b>		
Unrestricted funds	66,654	254,783
Restricted funds	491,697	401,374
	<u>558,351</u>	<u>656,157</u>

### **5 Other trading activities**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Fundraising events and fees earned	20,117	25,011
Charity shop income	288,065	89,872
Covid-19 retail grant support	-	211,010
	<u>308,182</u>	<u>325,893</u>

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 6 Total expenditure

	Raising funds 2022 £	Charitable activities 2022 £	Total 2022 £	Raising funds 2021 £	Charitable activities 2021 £	Total 2021 £
Staff costs	212,252	277,101	489,353	223,218	296,934	520,152
Interest cost - unwinding discount	-	146	146	-	673	673
Staff and volunteer expenses	641	9,522	10,163	1,072	2,655	3,727
Training and recruitment	1,459	1,226	2,685	1,244	1,561	2,805
Premises costs	126,800	344	127,144	123,279	3,394	126,673
Insurance	1,316	-	1,316	3,985	244	4,229
Office costs	9,826	1,603	11,429	10,497	1,281	11,778
Repairs and renewals	4,235	-	4,235	10,878	-	10,878
Publicity	8,354	-	8,354	9,152	1,000	10,152
Van running and other transport costs	5,473	98	5,571	6,844	-	6,844
Shop costs	10,831	-	10,831	6,602	-	6,602
Subscriptions	4,730	-	4,730	7,011	1,358	8,369
Sundries	878	6,816	7,694	18,062	4,643	22,705
	<u>386,795</u>	<u>296,856</u>	<u>683,651</u>	<u>421,844</u>	<u>313,743</u>	<u>735,587</u>
Share of support costs (see note 7)	5,879	166,868	172,747	11,499	185,012	196,511
Share of governance costs (see note 7)	-	6,430	6,430	-	6,680	6,680
	<u>392,674</u>	<u>470,154</u>	<u>862,828</u>	<u>433,343</u>	<u>505,435</u>	<u>938,778</u>

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 7 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	106,049	-	106,049	106,424	-	106,424
Depreciation	6,393	-	6,393	15,535	-	15,535
Staff and volunteer expenses	168	-	168	30	-	30
Training and recruitment	-	-	-	639	-	639
Premises costs	40	-	40	302	-	302
Insurance	4,644	-	4,644	5,404	-	5,404
Office costs	42,970	-	42,970	49,428	-	49,428
Repairs and renewals	573	-	573	230	-	230
Sundries	11,910	-	11,910	18,519	-	18,519
Audit fees	-	6,430	6,430	-	6,680	6,680
	<u>172,747</u>	<u>6,430</u>	<u>179,177</u>	<u>196,511</u>	<u>6,680</u>	<u>203,191</u>

### 8 Net movement in funds

2022  
£

2021  
£

Net movement in funds is stated after charging/(crediting)

Fees payable to the company's auditor for the audit of the company's financial statements	6,430	6,680
Fees payable to the company's auditor for statutory accounts	1,450	1,700
Depreciation of owned tangible fixed assets	6,393	15,535

### 9 Trustees

None of the Trustees (or any person connected with them) received any remuneration or re-imbursement of expenses during the current or prior year.

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 10 Employees

##### Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Charitable activities	28	26
Administration	3	3
	<u>31</u>	<u>29</u>

##### Employment costs

	2022 £	2021 £
Wages and salaries	542,266	566,145
Social security costs	36,827	43,446
Other pension costs	16,309	16,985
	<u>595,402</u>	<u>626,576</u>

In addition to the above, contributions of £6,394 (2021: £6,208) were paid to the defined benefit scheme as disclosed in note 16 to these financial statements.

At the balance sheet date pension contributions totalling £3,073 (2021: £3,148) were unpaid and included within creditors.

The Trustees consider its key management personnel comprises of the Senior Management Team, consisting of 2 posts (2021: 2). The total employment benefits including employer pension contributions of the key management personnel were £91,794 (2021: £87,164).

There were no employees whose annual remuneration was £60,000 or more. (2021: No employees)

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 11 Tangible fixed assets

	Leasehold improvements £	Fixtures and fittings £	Computer equipment £	Total £
<b>Cost</b>				
At 1 April 2021	80,767	9,713	25,119	115,599
At 31 March 2022	80,767	9,713	25,119	115,599
<b>Depreciation and impairment</b>				
At 1 April 2021	70,534	9,185	25,119	104,838
Depreciation charged in the year	5,865	528	-	6,393
At 31 March 2022	76,399	9,713	25,119	111,231
<b>Carrying amount</b>				
At 31 March 2022	4,368	-	-	4,368
At 31 March 2021	10,233	528	-	10,761

### 12 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Trade debtors	31,014	61,552
Other debtors	10,055	9,786
Prepayments and accrued income	24,389	20,216
	65,458	91,554

### 13 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Other taxation and social security		9,311	8,880
Deferred income	15	-	2,604
Trade creditors		19,110	26,521
Other creditors		34,879	12,660
Short term pension scheme deficit payments	16	2,148	6,394
		65,448	57,059

### 14 Creditors: amounts falling due after more than one year

	Notes	2022 £	2021 £
Pension scheme deficit payments	16	3,748	18,872

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 15 Deferred income

	2022 £	2021 £
Brought forward	2,604	53,167
Released in the year	(2,604)	53,167
Deferred in the year	-	2,604
	<hr/>	<hr/>
Carried forward	-	2,604
	<hr/>	<hr/>

Income has been deferred where project funding has been received in advance. Deferred project income is released on a straight line basis to the month that the project is being performed.

#### 16 Retirement benefit schemes

##### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to the statement of financial activity in respect of defined contribution schemes was £16,309 (2021: £16,985).

##### Defined benefit schemes

The charity participates in The Pension Trust Growth Plan scheme, a defined benefit, multi-employer scheme which provides benefits to some 950 non-associated participating employers. It is not possible for the charity to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme in accordance with the Charities SORP (FRS 102) by providing for the present value of all donations to make good the deficit.

Where the scheme is in deficit and where the charity has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

##### Present Value of Obligation

	2022 £	2021 £	2020 £
Contributions due within one year	2,148	6,394	6,027
Contributions due over one year	3,748	18,872	30,289
	<hr/>	<hr/>	<hr/>
Present value of provision	5,896	25,266	36,316
	<hr/>	<hr/>	<hr/>



# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 16 Retirement benefit schemes

(Continued)

Reconciliation of Opening and Closing Provisions	2022 £	2021 £
Provision at the start of the year	25,266	29,937
Unwinding of discount	146	673
Deficit contribution paid	(6,394)	(6,208)
Actuarial re-measurements:		
– impact of any change in assumptions	(13,122)	864
Provision at end of year	5,896	25,266
<b>Income and Expenditure Impact</b>	<b>2022 £</b>	<b>2021 £</b>
Interest expense	146	673
Actuarial re-measurements:		
– impact of any change in assumptions	(13,122)	864

The following schedule details the deficit contributions agreed between the charity and the scheme at each year end period, it is these contributions that have been used to derive the charity's balance sheet liability:

#### Deficit Contributions Schedule

	2022	2021	2020
Year 1	2,148	6,394	6,208
Year 2	2,148	6,586	6,394
Year 3	1,790	6,783	6,586
Year 4	-	5,822	6,783
Year 5	-	-	5,822

#### Assumptions

	2022	2021	2019
Rate of discount	2.35	0.66	2.53

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contribution.

## AGE UK BRADFORD & DISTRICT

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2022

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**17 Operating lease commitments**

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	28,303	37,456
Between two and five years	8,814	37,117
	<u>37,117</u>	<u>74,573</u>

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 18 Restricted funds

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

Current year	Movement in funds				Balance at 31 March 2022
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Armed Forces Covenant	14,876	26,880	(9,137)	-	32,619
Access to work / DWP	-	3,729	(3,729)	-	-
BMDC Complex Care	5,638	169,000	(146,178)	-	28,460
BMDC Day Opportunity Grants	553	29,526	(29,528)	-	551
Building Better Lives (AUK National/ YBS)	-	30,000	(30,000)	-	-
St Johns	2,230	-	-	(2,230)	-
Equality Together - Lot 2	1,385	4,927	(3,212)	-	3,100
Equality Together Advice Consortium	-	46,799	(46,799)	-	-
Home Heath	-	26,544	(26,544)	-	-
Keighley Pathway - MAST 2	-	2,604	(2,140)	-	464
Kickstart	-	20,499	(14,527)	-	5,972
NHS VSS Project	-	15,743	(15,743)	-	-
Prosper	7,224	55,616	(60,807)	-	2,033
Reaching Inequalities in the city (RIC)	7,903	13,056	(6,100)	-	14,859
Worth Connection 2	4,531	29,532	(26,754)	-	7,309
Multi agency support team	3,192	-	-	(3,192)	-
National lottery	9,000	-	-	(9,000)	-
Warm Homes Healthy People (Groundworks)	-	17,242	(8,438)	-	8,804
	<u>56,532</u>	<u>491,697</u>	<u>(429,636)</u>	<u>(14,422)</u>	<u>104,171</u>

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 18 Restricted funds

(Continued)

##### Purpose of restricted funds:

Complex Care: this is funded through BMDC to provide a programme of support to individuals referred by Adult Social Care and GPs surgeries to reduce dependency on statutory services and support, identifying and supporting people to deal with issues that prevent leading the lives they would wish.

Worth Connecting 2: (positive minds) - working in partnership to promote and support digital inclusion through the provision of IT lessons and one to one support in use of IT and smart phones.

BDMC Day Opportunities: three individual grants to carry out person centred coproduction work with individuals communities to develop and deliver local activities and services the identify as being important to them.

Groundworks: a project in partnership with other agencies delivering a warm homes healthy people project purchasing and delivering winter warmth packs and carrying out essential repairs to heating systems/boilers.

Multi agency support team: a project partnership with Project 6, The Cellar Trust and funded by the CCG to support discharge from hospitals and prevent readmission.

PROSPER: a research project exploring the issues around frailty in older people and their support needs.

St John's: The Red Letter Project- supporting the provision of day activities and support at the Great Horton Village Hall.

Equality Together Consortium - working with partners in the voluntary sector to deliver advice and casework support, mostly around welfare benefits to older people with complex needs across Bradford District.

Reaching Inequality in the City – funding provided by Bradford and Craven District CCG to Bradford CVS to deliver a programme of welfare benefits advice through a range of partners including AUKBD to people referred by GP Surgeries in Bradford.

National Lottery – to provide additional support to people and communities during the Covid19 pandemic to promote physical and mental wellbeing.

Armed Forces Covenant Fund – to provide one to one wellbeing support to veterans across the district due to the impact of Covid 19.

Building Better Lives – funding from Age UK National to provide advice and support to people following a life changing experience.

Home Health – a project funded by University College London (UCL) to research ways of helping people aged 65+ who are starting to find everyday activities more difficult to stay independent and healthy for as long as possible.

Kickstart – a government initiative through the Department of Work & Pensions which provided funding to organisations to create new jobs for 16 to 24 year olds on Universal Credit who are at risk of long term unemployment.

NHS VSS – funding from NHS England through Age UK National to reduce pressures on the NHS by supporting people to return home from hospital or to prevent hospital admissions.

Transfer between funds - the transfers to unrestricted funds are due to the projects completing and there being no ongoing restrictions on the expenditure.

# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

### 18 Restricted funds

(Continued)

Prior year	Movement in funds				Balance at 31 March 2021
	Balance at 1 April 2020	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Advice and Support (ET Consortium)	-	53,300	(80,405)	27,105	-
Equality together - engagement - Lot 2 advocacy	946	4,973	(4,534)	-	1,385
Complex Care	31,295	169,000	(194,657)	-	5,638
BDMC Day Opportunities	-	29,526	(28,973)	-	553
Groundworks	10,804	10,905	(21,709)	-	-
Multi agency support team	7,205	50,937	(54,950)	-	3,192
PROSPER	-	14,402	(7,178)	-	7,224
St John's	965	5,336	(4,071)	-	2,230
Worth Connecting 2	(3,683)	25,735	(17,521)	-	4,531
Reaching Inequalities in the City	-	8,064	(161)	-	7,903
Armed Forces Covenant Fund	-	19,196	(4,320)	-	14,876
National Lottery	-	10,000	(1,000)	-	9,000
	47,532	401,374	(419,479)	27,105	56,532

### 19 Analysis of net assets between funds

	Unrestricted 2022	Restricted 2022	Total Unrestricted 2022	Restricted 2021	Total 2021
	£	£	£	£	£
<b>Fund balances are represented by:</b>					
Tangible assets	4,368	-	4,368	-	10,761
Current assets/(liabilities)	165,823	104,171	269,994	56,532	203,157
Long term liabilities	(3,748)	-	(3,748)	-	(18,872)
	166,443	104,171	270,614	56,532	195,046

### 20 Related party transactions

There are no related party transactions in the current or prior years to disclose.

## AGE UK BRADFORD & DISTRICT

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2022**

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<b>21</b>	<b>Cash generated from operations</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	Surplus for the year	62,446	153,759
	Adjustments for:		
	Investment income	(9)	(29)
	Depreciation and impairment of tangible fixed assets	6,393	15,535
	Pension scheme adjustments	(6,248)	(5,535)
	Movements in working capital:		
	Decrease in debtors	26,096	6,135
	Increase/(decrease) in creditors	15,239	(12,584)
	(Decrease) in deferred income	(2,604)	(39,646)
	<b>Cash generated by operations</b>	<b>101,313</b>	<b>117,635</b>

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<b>22</b>	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		

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# AGE UK BRADFORD & DISTRICT

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2022

#### 23 Comparative Statement of Financial Activities

	Unrestricted funds £	Restricted funds £	Total 2021 £
<b><u>Income from:</u></b>			
Donations and legacies	110,458	-	110,458
Charitable Income	254,783	401,374	656,157
Other trading activities	325,893	-	325,893
Investments	29	-	29
<b>Total income</b>	<b>691,163</b>	<b>401,374</b>	<b>1,092,537</b>
<b><u>Expenditure on:</u></b>			
Raising funds	433,343	-	433,343
Charitable activities	85,956	419,479	505,435
<b>Total expenditure</b>	<b>519,299</b>	<b>419,479</b>	<b>938,778</b>
<b>Net income/(expenditure) before transfers</b>	<b>171,864</b>	<b>(18,105)</b>	<b>153,759</b>
Transfers between funds	(27,105)	27,105	-
<b>Net expenditure for the year</b>	<b>144,759</b>	<b>9,000</b>	<b>153,759</b>
<b>Other recognised gains and losses</b>			
Actuarial (loss) on defined benefit pension schemes	(864)	-	(864)
<b>Net movement in funds</b>	<b>143,895</b>	<b>9,000</b>	<b>152,895</b>
Fund balances at 1 April 2020	(5,381)	47,532	42,151
<b>Fund balances at 31 March 2021</b>	<b>138,514</b>	<b>56,532</b>	<b>195,046</b>