OPTIONS FOR LIFE

England & Wales · Charity number 1064848

Details

Other names	OPTIONS FOR LIFE, WARLEY LEISURE AND ENABLING SERVICES
Status	Registered
Legal form	Charitable company
Company number	03341420
Registered	1997-10-13
Register	View on the Charity Commission register

Contact

Address	Oak Green Lodge Oak Green Way Oldbury B68 8LR
Phone	01215446611
Email	finance@optionsforlife.info
Website	www.optionsforlife.info

Activities

Objects: A) THE ENABLEMENT OF PEOPLE WITH LEARNING DISABILITIES TO ADVANCE THEIR PERSONAL DEVELOPMENT AND TO INTEGRATE INTO AND LEAD A FULL LIFE WITHIN THE COMMUNITYB) THE ADVANCEMENT OF PUBLIC AWARENESS OF THE NEEDS OF AND THE CONTRIBUTION MADE BY PEOPLE WITH LEARNING DISABILITIES C) THE DEVELOPMENT AND DISSEMINATION OF GOOD PRACTICE IN RELATION TO THE SUPPORT AND PERSONAL DEVELOPMENT OF PEOPLE WITH LEARNING DISABILITIES

Activities: Provide high quality and coordinated services to all participants which is responsive, flexible and sensitive to their changing needs, enabling them to play an active part in their local community.

Classification

- **How:** Provides Services
- **What:** Disability
- **Who:** People With Disabilities

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Geography

- Birmingham City
- Dudley
- Sandwell
- Wolverhampton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£2,205,191	£2,007,631	£2,215,997	67
2024-03-31	£1,674,859	£1,724,331	£2,018,437	65
2023-03-31	£1,476,315	£1,693,981	£2,067,909	66
2022-03-31	£1,381,376	£1,558,537	£2,285,575	59
2021-03-31	£1,636,984	£1,359,885	£2,462,736	68

Trustees

Name	Role	Appointed
Amritpal Singh Virk	Chair	2022-05-24
Anthony Michael Downes		2024-10-28
Beverley Simmonds		2025-10-27
Cesar Alvarez		2023-10-23

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OPTIONS FOR LIFE

England & Wales - Charity number 1064848

Accounts

Company number 3341420
Charity number 1064848

OPTIONS FOR LIFE

(A Company limited by Guarantee)

Financial Statements

Year ended 31 March 2025

OPTIONS FOR LIFE

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OPTIONS FOR LIFE

CHARITY INFORMATION

Directors

Amrit Virk – Chair
Alan Daffern - resigned 28/10/24
Harriet Moat – resigned 28/10/24
Rosina Singleton – resigned 27/4/25
Cesar Alvarez
Ariecho Gros - appointed 24/7/24
Anthony Downes - appointed 28/10/24
Matthew Small – appointed 28/10/24, resigned 29/4/25

Charity Number

1064848

Company Number

3341420

Charity correspondence address

Oak Green Lodge
Oak Green Way
Oldbury
West Midlands
B68 8LR

Auditors

Feltons
Chartered Accountants & Business Advisers
8 Sovereign Court
8 Graham Street
Birmingham
B1 3JR

Bankers

Lloyds Bank plc
125 High Street
Harborne
Birmingham
B17 9NP

Chief Executive Officer

Nicola Thomson

The Directors present their report and financial statements for the year ended 31 March 2025.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 27 March 1997 and registered as a charity on 13 October 1997. 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. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

Directors and Trustees

The Board of Trustees is the governing body of the charity. The Board of Directors is the governing body of the company. Selection of Trustees is by application to the Board of Trustees and is managed by the Chair and brought to Board of Trustees Meetings for approval. Selection of Directors is by a vote of the trustees. The policy is to recruit people to be Trustees with knowledge, skills and experience relevant to the aims and objectives of the charity. Documents detailing the legal structure, organisation, finances and management of the company, which are regularly reviewed, are provided to all Board of Trustee members to facilitate effective governance of the charity. In addition, they are provided with training support and practical experience of the day-to-day running of the charity.

The Board of Trustees meets on a regular basis to manage the affairs of the charity and formulate policy. The Chief Executive manages the day-to-day running of the charity assisted by full time and part time employees.

No trustee receives any payment for carrying out their duties and none of the trustees have any beneficial interest in the company.

The directors / trustees who have served during all or part of 2024/25 are listed on page 1 and 6.

Risk Management

The Board of Trustees meet regularly to assess financial planning matters and review measures to control risk. A comprehensive risk register is completed annually and reviewed at least quarterly during the year.

External risks, which primarily concern funding, are continually addressed by closely managing the quality and cost effectiveness of all our contracts, identifying areas for new grant applications and ensuring adequate cash reserves are constantly maintained.

An on-going review of key operational and financial processes and procedures combined to mitigate against any potential internal control weaknesses.

Mission and Vision Statement

Our Mission is to provide high quality and coordinated services to all participants which is responsive, flexible and sensitive to their changing needs, enabling them to play an active part in their local community.

Our Vision is to give people with Learning Disabilities and/or Autism choice and control over their lives.

Objectives of the Charity

Options for Life is committed to enhancing the independence of people with learning disabilities and/or autism by providing person-centred, high-quality support that gives individuals real choice and control over their lives. Our services are coordinated, flexible, and responsive to changing needs, with a strong focus on personalised goal-setting through sessions such as aquafit, art, cooking, and football. We foster community engagement by building meaningful partnerships with schools and colleges and by promoting inclusive activities that reflect and celebrate cultural diversity. Continuous improvement is at the heart of our approach, with robust governance, quality assurance, and risk management frameworks, ongoing staff training, internal audits, and a participant-led advisory group driving our progress. We are also committed to sustainability and diversifying our income through digital fundraising, social enterprise initiatives like a shop and internet café, and increased use of volunteers. Inclusion, wellbeing, and innovation underpin everything we do, ensuring our support is not only effective but also enriching and empowering.

Review of Activities for 2024 – 2025

During the fiscal year 2024–2025, Options for Life maintained its unwavering commitment to delivering high-quality, personalised support for adults with learning disabilities and/or autism. Operating from three dedicated buildings across Sandwell, alongside a growing outreach provision, the charity has continued to adapt to changing local authority commissioning models and participant needs with agility and care.

Our outreach model remains strong and well-established, reflecting the long-term impact of the strategic changes we made in response to the COVID-19 pandemic. Outreach now represents a significant portion of our overall service offer, with community-based, strength-focused engagement at its heart.

We have sustained a stable and skilled workforce and continued to see interest in vacant roles, supported by our strong values, supportive culture, and the meaningful nature of our work.

Our service delivery during the year included:

- Over 25,000 hours of service delivered within our Profound and Multiple Learning Disabilities (PMLD) service
- More than 57,000 hours of outreach support
- Over 3,000 hours of building-based sessions
- 28 new referrals received, with 10 individuals currently on our waiting list

These figures demonstrate a continued rise in demand for our services, underscoring the trust placed in us by individuals, families, and commissioning partners.

Achievements of the Year

The year 2024–2025 has been defined by innovation, inclusivity, and strategic development. Key highlights include:

Strategic Planning

We completed the review of our three-year strategic plan and successfully transitioned to a*new two-year strategic plan, recognising the need for adaptability amid a rapidly changing adult social care landscape. Our new plan is focused on five core goals: increasing independence, expanding flexible delivery, strengthening community connections, maintaining high-quality provision and diversifying income sources.

Participant-Led Initiatives

We deepened our commitment to person-centred support by enhancing how we set and track individual goals within sessions such as aquafit, art, cooking, and football. These structured goal-setting approaches ensure activities are tailored to each participant's interests, abilities, and aspirations, promoting independence and personal development.

Environmental Sustainability

In preparation for the upcoming 2025 waste legislation, we introduced new waste management procedures across all sites to separate dry recyclables, food waste and residual waste. This move aligns with our broader commitment to sustainability.

Inclusive Activities and Cultural Awareness

We increased the number of culturally inclusive activities offered, hosting and celebrating events such as Eid, Pride Month, and the International Day of Pink, while continuing to deliver female-only aquafit sessions for our Muslim participants. Our Healthy Minds sessions incorporated diverse wellness practices and new goal-setting initiatives to promote wellbeing.

Community and Education Engagement

We strengthened community ties through collaboration with Q3 Academy, Meadows School and Westminster School, enabling smoother transitions for young people with learning disabilities and autism and offering intergenerational opportunities.

Participant Advisory Group

We established a Participant Advisory Group, giving individuals we support a platform to influence decision-making at every level. This initiative reflects our ongoing commitment to co-production and participant empowerment.

Quality Assurance and Continuous Improvement

We enhanced our internal and external quality assurance frameworks, linking daily record-keeping to measurable outcomes and enabling more robust reviews by social workers. We also developed new systems for distinguishing between building-based and community-based support in line with local authority guidance.

Looking Ahead

As we close the year 2024–2025, we are proud of the progress made in strengthening our services, systems and community engagement. Options for Life continues to be a place where people with learning disabilities and/or autism are empowered to lead meaningful lives with choice and control.

We look forward to building on this year's momentum and further enhancing the impact we make through collaboration, innovation, and a continued focus on personal outcomes

Public Benefit

In planning and delivering our activities, the Trustees and management team continue to uphold the Charity Commission's guidance on public benefit. We remain deeply committed to inclusivity and actively welcome participants regardless of their background, personal circumstances, faith, gender, or economic status. This inclusive ethos not only reflects our values but also fosters a diverse and vibrant community where varied experiences, skills and perspectives are respected and shared.

Our central purpose is to support adults with learning disabilities and/or autism through personalised services that promote independence, wellbeing and meaningful engagement in the community. The individuals we support often face significant barriers in accessing healthcare, education and employment barriers that were amplified during the COVID-19 pandemic and continue to affect outcomes today.

We work to address these inequalities by offering high-quality, consistent and tailored support that focuses on building confidence, life skills and connections. As life expectancy increases for adults with learning disabilities and/or autism, we recognise the growing need to adapt services to meet more complex health and care requirements associated with ageing. Our flexible approach ensures that participants continue to receive the right level of support at every stage of life.

Our impact extends beyond individuals to their families and support networks. By providing reliable, structured care, we enable families to experience greater stability and relief from the demands of full-time caregiving. This contributes positively to the wider community by reducing pressure on statutory services and strengthening family resilience.

In summary, the public benefit of Options for Life is far-reaching. We enrich lives by promoting health, independence and inclusion for adults with learning disabilities and/or autism, while also supporting families and enhancing community wellbeing. This commitment remains at the heart of everything we do.

Review of financial position

The income of the charity for 2024/25 was £2,205,191 (2023/24: £1,674,859) and expenditure was £2,007,631 (2023/24: £1,724,331). This resulted in a net income surplus of £197,560 reducing to £189,715 if the restricted funds surplus of £7,845 is excluded (2023/24 net deficit £49,472). The charity balance sheet reflects an increase in funds due to the 2024/25 surplus.

The reason for the improvement in the charity finance position is due to the number of contracted sessions increasing both for building based sessions and outreach activities. The number of participants and sessions increased in 24/25 particularly at the Acorn Lodge Centre which provides services for adults with profound and multiple learning disabilities (PMLD). Acorn Lodge received additional participants from the closure of a PMLD centre in a neighbouring borough in the summer of 2024.

The charity is not expecting a recurring large surplus for 2025/26. The biggest commissioner of participant contracts for the charity is Sandwell Council and they have revised downwards the fee rates from 25/26. In addition the charity will be financially hit with higher employer national insurance costs from April 2025 as well as continuing general challenges from rising costs for utilities and services and a 6.7% rise in the statutory minimum wage rates. However, the Board remains confident that the organisation will achieve at least a break-even situation for 2025/26.

Reserves policy

It is the policy of the charity to establish designated reserve funds to manage any potential financial risks to the viability of the organization. The level of reserves links to our financial assessment of risks that the organisation faces over the medium term within a 5 year period.

The level of designated reserve had been extremely high in the years following the Covid-19 virus outbreak. This created unprecedented financial uncertainty and the designated reserve rose as high as £705,000 at 31/3/23.

The financial performance of the charity has been improving up to the end of 24/25. The charity still faces potential risks and these have been considered by the trustees. This will include designated reserve provision for loss of contracts or detrimental reviews of fees as well as possible future minimum wage pressures. There is a provision set aside for statutory redundancy costs of employees if ever the charity were to close. Taking account of these factors the trustees have agreed to set aside £400,000 at 31/3/25 as the charity designated reserve. This is the same level as previously set aside in our accounts at 31/3/24. It will mean that the charity will have free balances available at April 2025 of approximately £600,000 to support new projects and initiatives if opportunities to grow the business become available.

The Board trustees and Senior Leadership Team will continue to monitor closely our level of bank balances and reserves and on-going risks and financial performance during 2025/26.

Future Developments

As Options for Life embarks on its 2025–2027 strategic cycle, we remain focused on delivering responsive, high-quality services that empower people with learning disabilities and/or autism to live with greater independence, choice and inclusion. This plan has been shaped through meaningful engagement with participants, families, staff, and stakeholders and reflects the evolving needs of our community and the adult social care sector.

Strategic Priorities 2025–2027

1. Enhancing Participant Independence and Empowerment

We are committed to ensuring that all participants have the opportunity to shape their own lives, make informed choices and feel confident in their abilities. Our approach centres on personalised support, skill-building and inclusive community participation. We will further develop individualised support plans that promote autonomy and self-determination, broaden access to training in essential life skills and strengthen links with community partners to support meaningful integration. Regular feedback mechanisms and peer-led initiatives will also be introduced to embed continuous improvement and mutual empowerment across our services.

2. Expanding Flexible and Personalised Services

We will continue to expand and adapt our service model to meet the diverse and changing needs of our participants. This includes offering flexible combinations of building-based and community outreach services tailored to individual goals. We will place greater emphasis on transitions, improving access to volunteering, employment pathways and person-centred planning that reflects each individual's ambitions and support requirements.

3. Strengthening Community Connections and Inclusion

Our focus will be on building deeper, more inclusive relationships with local communities. Through collaboration with schools, colleges, local businesses and faith and cultural organisations, we will create more opportunities for our participants to contribute to and be included in community life. Our outreach programmes and inclusive events will help reduce social isolation, promote diversity and enhance visibility for people with learning disabilities and/or autism.

4. Driving Quality and Continuous Improvement

We are implementing a refreshed Governance, Risk and Quality Framework to ensure consistent, high-quality service delivery. This will include regular internal audits, participant-led advisory groups, outcome-focused reviews and benchmarking against external quality standards. Staff training and development will be a core component of our continuous improvement approach, ensuring we remain adaptive, responsive and person-centred.

5. Diversifying and Strengthening Income

We are actively pursuing new income streams to ensure long-term sustainability and growth. This includes developing social enterprise initiatives such as a participant-led café or shop, launching digital fundraising campaigns, and increasing engagement with corporate partners. Volunteers will be key in extending our capacity and impact, and we will continue to explore opportunities to blend funding sources creatively and ethically.

6. Additional Operational Developments

Environmental Sustainability

In line with new legislation requiring workplaces to separate recyclables, food waste, and residual waste, we are improving waste management systems across all sites and raising awareness about environmental responsibility among participants and staff.

Digital Innovation

We are piloting digital tools that support communication, goal setting, and service planning. Technology will play a greater role in promoting digital inclusion and improving internal systems, ensuring services remain efficient and user-friendly.

Estate Improvements

Continued investment will be made in our properties to ensure safety, accessibility and suitability for a range of needs. This includes updates to fire safety procedures, environmental design and maintenance across Acorn Lodge, Oak Green Lodge and Ocker Hill.

Workforce Development

Through our People Plan, we are enhancing recruitment, induction, and retention processes. We are committed to nurturing a skilled, motivated and values-driven workforce equipped to meet the challenges and opportunities of modern social care.

Employees and Remuneration

The charity operates policies based on a range of issues including those to ensure that no discrimination is made against any employee or participant based on their disabilities, age, gender or ethnicity.

The majority of staff for 2024/25 received a pay rise of 9.8% since their salary grades were linked to the National Minimum Wage which rose by this percentage in April 2024. The remaining staff received a general pay award of 3%.

Directors / Trustees

The directors, who served during the period, are shown below and all are trustees.

Amrit Virk – Chair
Alan Daffern - resigned 28/10/24
Harriet Moat – resigned 28/10/24
Rosina Singleton – resigned 27/4/25
Cesar Alvarez
Ariecho Gros – appointed 24/7/24
Anthony Downes – appointed 28/10/24
Matthew Small – appointed 28/10/24, resigned 29/4/25

Indemnity provision for Directors

Indemnity insurance cover has been taken out for all Directors and Trustees for any potential claim risk to value of £2 Million (2024 £2,000,000).

Responsibilities of Directors / Trustees

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

UK company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice (FRS102), "Accounting and Reporting by Charities" (effective October 2019).

In accordance with company law, as the company directors, we certify that:

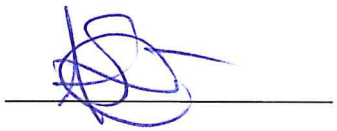
- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware: and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

Feltons took over from 2022/23 the responsibility for direct audit support and auditor of the company accounts. Feltons were re-appointed by the Board in October 2024 to continue as auditors for 2024/25 and they operate in accordance with the Companies Act 2006 section 487(2).

In preparing this report, the Directors have taken advantage of the small companies exemption provided by section 415A of the Companies Act 2006.

Approved by the Board on 27 October 2025 and signed on its behalf by



Amrit Virk
Chair of the Board of Trustees



Nicola Thomson
Chief Executive Officer

Opinion

We have audited the financial statements of Options For Life (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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 charitable company'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 Directors' and Trustees' Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 Directors' and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' and Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept; or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the Directors' and Trustees' Report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We reviewed the charitable company's control and risk management procedures and planned our work based on our assessment of those controls and procedures;
- This review included an assessment of the risk of material misstatement due to errors, fraud and management override of controls for all material areas in the financial statements;
- We made enquiries of management and the charitable company's lawyers regarding any actual or potential litigation and/or claims;
- Financial statements disclosures were reviewed and checked for compliance with applicable laws;
- Detailed testing was conducted on balances and transactions including unusual items and those of individual significance to the financial statements;
- Data analytics were used in order to identify unusual or significant trends;
- Communications with management and those charged with governance regarding relevant matters was undertaken throughout the audit and on completion.

Auditor's responsibilities for the audit of the financial statements (continued)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilites. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Feltons

David W Farnsworth FCA (Senior Statutory Auditor)

For and on behalf of Feltons, Statutory Auditor

8 Sovereign Court
8 Graham Street
Birmingham B1 3JR

3/11/2025

OPTIONS FOR LIFE

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)
For the year ended 31 March 2025

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	Total funds 2025 £	Total funds 2024 £
Income from:						
Donations & legacies		-	-	**2,742**	**2,742**	4,135
Charitable activities	2	**75,780**	-	**2,077,125**	**2,152,905**	1,640,806
Other trading activities	2	-	-	**23,897**	**23,897**	13,361
Investments		-	-	**25,647**	**25,647**	16,557
		75,780	**0**	**2,129,411**	**2,205,191**	1,674,859
Expenditure on:						
Charitable activities	3, 11	**67,935**	-	**1,939,696**	**2,007,631**	1,724,331
		67,935	**0**	**1,939,696**	**2,007,631**	1,724,331
Net income / (expenditure)		**7,845**	**0**	**189,715**	**197,560**	(49,472)
Transfer between funds	12	-	**0**	**0**	-	-
Net movement in funds		**7,845**	**0**	**189,715**	**197,560**	(49,472)
Reconciliation of funds:						
Total funds brought forward		**38,547**	**400,000**	**1,579,890**	**2,018,437**	2,067,909
Total funds carried forward		**46,392**	**400,000**	**1,769,605**	**2,215,997**	2,018,437

The notes on pages 14 to 24 form part of these financial statements.

There were no recognised gains or losses other than those in the Statement of Financial Activities.

All surpluses are a result of continuing activities as one-off activities are structured so as to produce no surplus or deficit.

OPTIONS FOR LIFE

BALANCE SHEET
As at 31 March 2025

Company No. 3341420

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	6		**1,147,729**		1,165,653
Current assets					
Debtors	7	**242,036**		140,560	
Investments	8	**528,000**		255,900	
Cash at bank and in hand	9	**350,199**		496,228	
		1,120,235		892,688	
Liabilities					
Creditors: Amounts falling due in less than one year	10	**(51,967)**		(39,904)	
Net current assets			**1,068,268**		852,784
Total assets			**2,215,997**		2,018,437
The Funds of the charity					
Restricted funds	11		**46,392**		38,547
Unrestricted funds					
Designated funds	12		**400,000**		400,000
Unrestricted funds	12		**1,769,605**		1,579,890
			2,215,997		2,018,437

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on 27 October 2025 and signed on their behalf by:

Amrit Virk
Chair of the Board of Trustees.

Nicola Thomson
Chief Executive Officer.

The notes on pages 14 to 24 form part of these financial statements.

OPTIONS FOR LIFE

CASH FLOW STATEMENT
As at 31 March 2025

Company No. 3341420

	2025	2024
	£	£
Cash flows from operating activities:		
Net cash used in operating activities	**144,385**	47,808
Cash flows from investing activities:		
Dividends, interest and rent from investments	**25,647**	16,557
Proceeds from the sale of investments	**85,900**	85,002
Purchase of investments	**(358,000)**	(205,900)
Purchase of property, plant and equipment	**(43,961)**	(19,305)
Net cash provided by investing activities	**(290,414)**	(123,646)
Reconciliation of net cash flow to movement in funds		
Change in cash and cash equivalents in the year	**(146,029)**	(75,838)
Cash and cash equivalents at 1 April	**496,228**	572,066
Cash and cash equivalents at 31 March	**350,199**	496,228
Reconciliation of next movement in funds to net cash outflow from operating activities		
Net movement in funds for the year ended 31 March 2025	**197,560**	(49,472)
Adjustments for:		
Depreciation	**61,885**	46,326
Dividends, interest and rent from investments	**(25,647)**	(16,557)
Decrease / (Increase) in debtors	**(101,475)**	62,706
Increase / (Decrease) in other creditors	**12,062**	4,805
Net cash used in operating activities	**144,385**	47,808
Analysis of cash and cash equivalents		
Notice deposits (up to 3 months)	**51,477**	295,248
Cash in hand	**298,722**	200,980
Cash and cash equivalents	**350,199**	496,228

1 **Accounting policies**

Options for Life in incorporated as a company limited by guarantee, registered in England and Wales (No. 3341420)

Basis of Accounting

The financial statements are prepared under the historical cost convention, in accordance with Accounting and Reporting by Charities; the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Income

Income is predominantly service contracts for participants with some income from external grants and meal sales and donations. This income is recognised in the Statement of Financial Activities when received or on completion of the delivery of the specified terms of the Service Level Agreement.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised where there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and includes both the direct and support costs relating to these activities.

Support costs consist of central administration and property costs. These are disclosed in more detail in Note 4.

Governance

Governance costs of the charity include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charitable company. Details on governance costs are shown in Note 4.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the objectives of the Charity unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes or to meet potential financial risks or pressures that the charity may face.

Restricted funds are subject to specific terms and conditions by donors as to how they may be used.

Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Judgments in applying accounting policies and key sources of estimation uncertainty

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The trustees confirm there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

1. **Accounting policies (continued)**

Value Added Tax

VAT has been treated as irrecoverable by the Charity, due to the scale and type of activities being regarded as exempt. To ensure the charity compiles with HMRC's regulatory requirements both the sources of income and the aggregate amounts that could constitute vatable supplies, are frequently reviewed.

Tangible fixed assets and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Since April 2019 individual items costing less than £5,000 are written off in the Statement of the Financial Activities.

Depreciation is provided at rates calculated to write off the cost less estimated residual value, over their expected useful lives.

Office equipment	- 25% on a straight line basis
Motor vehicles	- 25% on a straight line basis
Building – Leasehold	- 10% on a straight line basis
Building – Freehold	- 2% on a straight line basis

Freehold land is not depreciated

Pension costs

The charity fulfilled its legal obligation in adopting the Governments Workplace Pension Scheme Auto-Enrolment in October 2014 integrating this with the defined contributions pension scheme that was already part of the remuneration policy. Those employees who have opted for the minimum contribution of 5% of pensionable salary under auto-enrolment rules enjoy an employer's contribution of 4%, this increases to 5% after 10 years service.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity has committed to terminate the employment of an employee or to provide termination benefits.

Going concern

At the time of preparing the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operational existence for the foreseeable future. There are no other material uncertainties that may cast a significant doubt about the Charity's ability to continue as a going concern. Therefore, the accounts have continued to be prepared on the going concern basis of accounting.

There will be continuing future challenges to be faced by the Charity. The Board are reviewing the strategic direction of the Charity and the agreed business plan and model will look to deliver both continuing but new and flexible ways of service delivery.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Operating leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual amounts over the period of the lease.

Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

2 Income

Restricted income	2025 £	2024 £
Charitable activities		
Sandwell Council	**15,727**	13,579
Roger and Douglas Turner Charitable Trust	**3,000**	3,000
Barclays Community Football Fund	**1,000**	-
Npower Business Solutions Foundation	**7,538**	-
Edward Cadbury Charitable Trust	**3,000**	-
Heart of England Community Foundation	**31,515**	-
The Saintbury Trust	**5,000**	-
Eveson Charitable Trust	**7,500**	-
Arnold Clark Community Fund	**500**	-
Finnis Scott Foundation	**1,000**	-
Boshier Hinton Foundation	-	2,000
Bruce Wake Trust	-	2,000
Solvay Community Prize	-	2,415
Owen Family Trust	-	1,000
David Solomans Trust	-	750
D'Oyley Carte Charitable Trust	-	3,000
Patrick Trust	-	1,000
SCVO	-	500
Creative Black Country	-	1,825
Pedmore Sporting Club	-	1,000
Geoff Hill Charitable Trust	-	250
Will Charitable Trust	-	8,000
Beatrice Laing Charitable Fund	-	2,500
Total restricted income from charitable activities	**75,780**	42,819
Unrestricted income		
Charitable activities		
Adult social care – Sandwell MBC	**1,594,544**	1,151,155
Direct payments	**301,747**	301,817
NHS Black Country ICB	**171,408**	135,812
One to One Support – Sandwell MBC	**9,426**	9,203
Total unrestricted income from charitable activities	**2,077,125**	1,597,987
Total income from charitable activities	**2,152,905**	1,640,806
Other trading activities income		
Activities and fund raising	**3,153**	3,177
Food and drink sales	**14,044**	9,884
Room hire charges	**5,560**	300
Sales on disposal of assets	**1,140**	-
	23,897	13,361

3 **Expenditure**	**2025**	2024
	£	£
Charitable Service Operational Costs		
Direct staffing costs	**1,316,534**	1,076,768
Indirect staff related costs	**8,639**	17,203
Premises, repairs and running costs	**29,394**	30,554
Cleaning, personal protective equipment and waste disposal	**20,968**	17,767
Vehicle and transport costs	**64,057**	56,345
Activities and materials	**74,282**	66,442
IT and office costs	**15,016**	13,101
Depreciation costs	**37,715**	36,017
Total charitable operational costs	**1,566,605**	1,314,197
Management and Support Costs	**358,257**	367,268
Governance costs	**14,834**	16,161
Total charitable expenditure	**1,939,696**	1,697,626

4 Expenditure – Charitable activities

	2025	2024
	£	£
Management support costs		
Salaries	**248,803**	257,656
Staff recruitment, training, travel, other	**4,126**	6,169
Office costs	**28,772**	24,398
External professional support	**49,032**	49,168
Equipment depreciation	**2,363**	3,684
Vehicle costs	**571**	4,007
Premises related costs	**24,590**	22,186
	358,257	367,268

Governance costs

	2025	2024
	£	£
Audit	**9,180**	6,660
Other insurance costs	**1,726**	3,367
Bank charges	**1,400**	1,894
Professional & consultancy fees	**1,002**	2,598
Trustee expenses and associated costs	**1,526**	1,642
	14,834	16,161

5 Staff costs

	2025	2024
	£	£
Wages & salaries	**1,411,250**	1,216,742
Social security costs	**97,961**	75,990
Pension costs	**38,947**	36,478
	1,548,158	1,329,210

	Number	Number
The average monthly number of staff employed by the charity during the year was as follows:		
Administrative	**8**	9
Project based	**59**	56
	67	65

Employer benefits to Senior Management Team Members

During the year to 31 March 2025 payments to key members of the management team in the form of salary and pensions amounted to £155,742. This compares with £154,757 for the prior year.

There was one employee whose annual emoluments were in the band £60,000 to £70,000.

Termination Payments

In 2024/2025 there were no termination payments to former employees. There had also been no termination payments in 2023/24.

Payments to Directors/Trustees

The trustees neither received nor waived any emoluments during the year (2024: £nil).

In 2024/25 there were total expenses re-imbursements of £346 to trustees. In 2023/24 there had been payments of £589.

6 Tangible fixed assets for use by the charity

	Freehold properties	Leasehold Improvements	Office equipment / fixtures & fittings	Vehicles	Total
	£	£	£	£	£
Cost					
As at 1 April 2024	1,585,963	34,172	207,900	33,199	**1,861,234**
Additions	-	-	11,581	32,380	**43,961**
Disposals	-	(21,391)	-	(7,200)	**(28,591)**
As at 31 March 2025	1,585,963	12,781	219,481	58,379	**1,876,604**
Depreciation					
As at 1 April 2024	468,779	16,040	187,843	22,919	**695,581**
Charge for the year	27,521	15,434	9,559	9,371	**61,885**
Disposals	-	(21,391)	-	(7,200)	**(28,591)**
As at 31 March 2025	496,300	10,083	197,402	25,090	**728,875**
Net Book Value					
As at 31 March 2025	1,089,663	2,698	22,079	33,289	**1,147,729**
As at 31 March 2024	1,117,184	18,132	20,057	10,280	1,165,653

Land at cost carried forward £210,000 is not depreciated (2024 - £210,000)

7 Debtors

	2025	2024
	£	£
Trade debtors	**201,976**	117,966
Prepayments & sundry debtors	**40,060**	22,594
	242,036	140,560

8 Investments

	2025	2024
	£	£
Market value brought forward	**255,900**	135,002
Additions to investments at cost	**358,000**	205,900
Disposals at carrying value	**(85,900)**	(85,002)
Market value as at 31 March	**528,000**	255,900
Comprised:		
Investments at fair value comprised		
Cash on deposit	**528,000**	255,900

9 Bank and cash

	2025	2024
	£	£
Bank accounts	344,577	491,984
Procurement cards and petty cash	5,622	4,244
	350,199	496,228

10 Creditors: Amounts falling due in less than one year

	2025	2024
	£	£
Trade creditors	**5,141**	3,615
Accrued expenses	**13,800**	12,995
Tax and social security	**24,515**	17,500
Pensions	**8,511**	5,794
	51,967	39,904

11 Restrictive Funds

External Grants	1 April 2024	Income	Expenditure	31 March 2025
	£	£	£	£
Bruce Wake Trust	2,000	0	(2,000)	**0**
Solway Community Prize	2,241	0	(2,241)	**0**
Owen Family Trust	1,000	0	(1,000)	**0**
David Solomans Trust	750	0	(750)	**0**
D'Oyley Carte Charitable Trust	3,000	0	(3,000)	**0**
Patrick Trust	1,000	0	(1,000)	**0**
Boshier Hinton Foundation	2,000	0	(2,000)	**0**
Geoff Hill Charitable Trust	250	0	(250)	**0**
Sandwell Council	5,592	15,727	(20,317)	**1,002**
Will Charitable Trust	6,722	0	(6,722)	**0**
Beatrice Laing Trust	2,292	0	(2,292)	**0**
Clothworkers Foundation	2,611	0	(2,611)	**0**
Edward Gosling Foundation	1,922	0	(1,922)	**0**
Baily Thomas Charitable Fund	7,167	0	(7,167)	**0**
N-Power Foundation	0	7,538	(2,504)	**5,034**
Edward Cadbury Trust	0	3,000	(3,000)	**0**
Eveson Trust	0	7,500	(208)	**7,292**
Heart of England Foundation	0	31,515	(6,565)	**24,950**
Saintbury Trust	0	5,000	(1,042)	**3,958**
Barclays Community Fund	0	1,000	(1,000)	**0**
Arnold Clark Community Fund	0	500	(100)	**400**
Finnis Scott Foundation	0	1,000	(244)	**756**
Turner Trust Foundation	0	3,000	0	**3,000**
Total restricted funds	**38,547**	**75,780**	**(67,935)**	**46,392**

Further information on all funds held during 2024/25:

Bruce Wake Trust and Geoff Hill Charitable Trust	To fund participant theatre trips, in particular for those requiring wheelchair access
Solvay Community Prize, Owen Family Trust, David Solomans Trust, D'Oyley Carte Trust, Patrick Trust, Boshier Hinton Foundation, N-Power Foundation, Edward Cadbury Trust	This is funding used together to install new play equipment and renovation of the sensory garden at Acorn Lodge
Sandwell Council	Grants to fund art, yoga and other sessions to enhance mental health and well-being.
Will Charitable Trust	To purchase additional musical equipment for sessions.
Beatrice Laing Trust and Eveson Trust	Used to purchase a 7-seater car to transport participants
Heart of England Foundation	Grant towards new electric car and charging point
Saintbury Trust	Towards additional air conditioning units at Acorn Lodge
Barclays Community Fund	Towards football kit and pitch bookings
Arnold Clark Community Fund	To fund therapeutic art sessions at Acorn Lodge
Finnis Scott Foundation	To fund tools. clothing and seeds for a local allotment plot
Turner Trust Foundation	Will be used towards the extension of parking bays at Acorn
Clothworkers Foundation	Prior year purchase of music and sensory equipment at Acorn Lodge – now depreciation costs
Edward Gosling Foundation	Prior year wet room improvements at the Ashes centre – now depreciation costs
Baily Thomas Charitable Fund	Prior year supported living flat renovation at Ashes centre – now depreciation costs

12 Unrestricted funds

	2025	2024
	£	£
Unrestricted capital funds brought forward	**1,579,890**	1,340,476
Movement for the year	**189,715**	(65,586)
Transfer from Designated Funds	**0**	305,000
Unrestricted funds carried forward	**1,769,605**	1,579,890

12 Designated funds

	2025	2024
	£	£
Designated funds brought forward	**400,000**	**705,000**
Movement in the year	**0**	**(305,000)**
Total designated funds carried forward	**400,000**	400,000
Total unrestricted funds	**2,169,605**	1,979,890

13 Analysis of net assets between funds

	Tangible fixed assets	**Other net assets/ liabilities**	**Total**
	£	**£**	**£**
Restricted	-	46,392	**46,392**
Unrestricted funds			
Designated funds	-	400,000	**400,000**
Unrestricted funds	1,147,729	621,876	**1,769,605**
	1,147,729	1,068,268	**2,215,997**

14 Commitments under operating leases

At 31 March 2025 the Company had commitments under non-cancellable leases in respect of minibus vehicles and photocopiers:

	2025	2024
	£	£
Within one year	**33,893**	7,319
Within two to five years	**90,976**	6,675
	124,869	13,994

15 Related party transactions

There were no transactions in 2024/25 involving payments to a business with connections to either the trustees or other senior charity employees. In 2023/24 there were no related party payments.

16 Post balance sheet events

There are no other events that occurred after 31 March 2025 that are likely to significantly change what is presented in the financial statements or have an impact upon the status of the organisation as a going concern.

17 Pension Commitments

The Charity operates a defined contribution scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions payable by the Charity to the fund and amounted to £38,947 (2024 £36,478). At 31 March 2025 there were total staff and employer contributions of £8,511 outstanding to be paid relating to 2024/25.

18 Statement of financial activities 2024

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	**Total funds 2024 £**
Income from:					
Donations & legacies		-	-	4,135	**4,135**
Charitable activities	2	42,819	-	1,597,987	**1,640,806**
Other trading activities	2	-	-	13,361	**13,361**
Investments		-	-	16,557	**16,557**
		42,819	0	1,632,040	**1,674,859**
Expenditure on:					
Charitable activities	3	26,705	-	1,697,626	**1,724,331**
Net (expenditure) / income		16,114	-	(65,586)	**(49,472)**
Transfer between funds	11	-	(305,000)	305,000	-
Net movement in funds		16,114	(305,000)	239,414	**(49,472)**
Reconciliation of funds:					
Total funds brought forward		22,433	705,000	1,340,476	**2,067,909**
Total funds carried forward		38,547	400,000	1,579,890	**2,018,437**

OPTIONS FOR LIFE

England & Wales - Charity number 1064848

Accounts

Company number 3341420
Charity number 1064848

OPTIONS FOR LIFE
(A Company limited by Guarantee)

Financial Statements

Year ended 31 March 2024

OPTIONS FOR LIFE

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OPTIONS FOR LIFE

CHARITY INFORMATION

Directors

Amrit Virk - Chair
Alan Daffern
Harriet Moat
Deborah White – resigned 23/10/2023
Rosina Singleton
Cesar Alvarez – Appointed 23/10/2023

Charity Number

1064848

Company Number

3341420

Charity correspondence address

Oak Green Lodge
Oak Green Way
Oldbury
West Midlands
B68 8LR

Auditors

Feltons
Chartered Accountants & Business Advisers
8 Sovereign Court
8 Graham Street
Birmingham
B1 3JR

Bankers

Lloyds Bank plc
125 High Street
Harborne
Birmingham
B17 9NP

Chief Executive Officer

Nicola Thomson

The Directors present their report and financial statements for the year ended 31 March 2024.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 27 March 1997 and registered as a charity on 13 October 1997. 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. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

Directors and Trustees

The Board of Trustees is the governing body of the charity. The Board of Directors is the governing body of the company. Selection of Trustees is by application to the Board of Trustees and is managed by the Chair and brought to Board of Trustees Meetings for approval. Selection of Directors is by a vote of the trustees. The policy is to recruit people to be Trustees with knowledge, skills and experience relevant to the aims and objectives of the charity. Documents detailing the legal structure, organisation, finances and management of the company, which are regularly reviewed, are provided to all Board of Trustee members to facilitate effective governance of the charity. In addition, they are provided with training support and practical experience of the day to day running of the charity.

The Board of Trustees meets on a regular basis to manage the affairs of the charity and formulate policy. The Chief Executive manages the day to day running of the charity assisted by full time and part time employees.

No trustee receives any payment for carrying out their duties and none of the trustees has any beneficial interest in the company.

The trustees who have served during the year and since the year end are listed on page 1.

Risk Management

The Board of Trustees meet regularly to assess financial planning matters and review measures to control risk. A comprehensive risk register is completed annually and reviewed at least quarterly during the year.

External risks, which primarily concern funding, are continually addressed by closely managing the quality and cost effectiveness of all our contracts, identifying areas for new grant applications and ensuring adequate cash reserves are constantly maintained.

An on-going review of key operational and financial processes and procedures combine to mitigate against any potential internal control weaknesses.

Mission and Vision Statement

Our Mission is to provide high quality and coordinated services to all participants which is responsive, flexible and sensitive to their changing needs, enabling them to play an active part in their local community.

Our Vision is to give people with Learning Disabilities and/or Autism choice and control over their lives.

Objectives of the Charity

The charity's objectives are to enable people with learning disabilities to advance their personal development and lead a full life within the community.

The aims and policies adopted in furtherance of these objectives are: -

- Develop a range of services to meet the needs of our participants.
- Give control and choice back to our participants.
- Enable participants to become integrated into their own communities.
- Ensure our services are culturally appropriate to meet the needs of diverse groups.
- Provide a variety of meaningful voluntary and workplace opportunities
- Promote learning disabilities and/or autism employment benefits to local businesses and organisations.

- Evidence the impact on individuals and communities.
- Develop and build productive relationships to enhance the delivery of services.
- Work alongside commissioners, other agencies and stakeholders to develop future delivery models.
- Raise the profile of Options for Life amongst all stakeholders.
- Build upon the parent/carer forum.
- Develop the organisation's outcome focused approach.
- Invest in research projects for growth and development to "Build Back Better."
- Increase the organisation's financial wellbeing.
- Grow and diversify funding opportunities.
- Celebrate ALL successes.
- Value all staff and volunteers and prioritise their growth and wellbeing.
- Ensure all staff and volunteers have the right training, values and support.

Review of Activities for 2023 – 2024

During the fiscal year 2023-2024, Options for Life continued its commitment to providing personalised support and opportunities for adults with learning disabilities and/or autism. The charity operates from three buildings across Sandwell and offers extensive outreach services, adapting its operations to meet evolving local authority requirements and participant needs.

Reflecting on our journey, it has been four years since the initial closure of our services on Monday, 23rd March 2020, due to the COVID-19 pandemic. We resumed outreach support in July 2020, while our buildings remained closed until July 2021. This period of transition necessitated significant adaptations as the local authority shifted its focus towards commissioning outreach services. Options for Life responded effectively by establishing a successful and enduring outreach service that continues to thrive today.

Despite the ongoing challenges in recruitment, which are symptomatic of broader sector-wide issues, we have observed a substantial increase in applications for vacant positions over the past several months. This positive trend is a testament to our organisation's reputation and the rewarding nature of the work we offer.

Throughout the year, our service delivery has been robust, encompassing:

Over 19,000 hours of service in our Profound and Multiple Learning Disabilities (PMLD) program,
More than 53,800 hours of outreach support,
In excess of 3,900 hours dedicated to building-based participants.
Additionally, there has been a significant increase of 2,260 hours in the package hours for existing participants. We received 24 new referrals during the year and ended the year with 15 individuals on the current waiting list, reflecting the growing demand for our services.

Achievements of the Year
The year 2023-2024 has been marked by several notable achievements:

Business Development Plan: We successfully signed off on a new 12-month Business Development Plan, setting a clear strategic direction for the coming year.
Investors in People Accreditation: We celebrated our 5th consecutive year of accreditation with Investors in People, demonstrating our ongoing commitment to high standards in people management and organisational development.
Creative Space Development: With the aid of grant funding, we developed a Creative Space to enhance the experiences and opportunities available to our participants.
Vehicle Acquisitions: We procured a new 7-seater vehicle through grant funding and secured additional funding to purchase an all-electric 7-seater vehicle along with a charging point, underscoring our commitment to sustainability.
Grant-Funded Projects: We successfully implemented several grant-funded activities and projects, including:

Eye Gaze Technology: This innovative technology, deployed at Acorn Lodge, significantly enhances communication and choice for participants with communication difficulties by tracking eye movements, allowing those with limited mobility to control devices and communicate through their gaze.
Community Engagement: We established strong links with four local feeder schools/colleges, fostering connections that will benefit our participants through increased community integration and collaboration.

These accomplishments underscore our dedication to improving the quality of life for the individuals we support and our responsiveness to both the needs of our participants and the broader community.

In conclusion, the year 2023-2024 has been one of progress and resilience for Options for Life. We look forward to building on this foundation and continuing to provide exceptional support and opportunities for adults with learning disabilities and/or autism in the years to come.

Public Benefit

In planning and executing our activities, the Trustees and management team consistently adhere to the Charity Commission's guidance on public benefit. Our commitment to inclusivity is unwavering; we welcome all participants irrespective of personal background, circumstances, faith, gender, or economic status. This inclusive approach not only aligns with our values but also enriches our community by fostering the sharing of diverse skills, abilities, and life experiences.

Our primary objective is to provide support and opportunities for adults with learning disabilities and/or autism. Our funding and mission are specifically tailored to meet the unique needs of this group, who face significant health inequalities compared to the general population. The disparity in health outcomes has been exacerbated by the COVID-19 pandemic, making our work even more critical.

We are acutely aware of the substantial barriers that adults with learning disabilities and/or autism encounter in accessing quality healthcare and other essential services. Our strong focus on dismantling these barriers aims to improve both the quality of life and life expectancy for our participants. Over the past decade, the life expectancy of adults with learning disabilities and/or autism has increased, which is a positive development but also presents new challenges. As our participants age, they more likely to face age-related health conditions, necessitating a more comprehensive and adaptive approach to their care.

The impact of Options for Life extends beyond our individual participants. By providing robust support systems, we enable families to cope more effectively and sustainably than they might otherwise manage alone. The relief and support we offer to families are invaluable, allowing them to maintain a higher quality of life and better overall well-being.

In summary, the public benefit derived from Options for Life's activities is multifaceted. We enhance the lives of adults with learning disabilities and/or autism by promoting health, independence, and community integration. Simultaneously, we provide crucial support to families, thereby strengthening the broader community. Our commitment to public benefit underpins all our actions, ensuring that we remain a vital resource for those we serve.

Review of financial position

The income of the charity for 2023/24 was £1,674,859 (2022/23: £1,476,315) and expenditure was £1,724,331 (2022/23: £1,693,981). This resulted in a net income deficit of £49,472 increasing to £65,586 if the restricted funds surplus of £16,114 is excluded (2022/23 net deficit £217,666). The charity's balance sheet reflects a decrease in funds due to the 2023/24 deficit.

The position has been improving during 2023/24. At the start of the year a budget deficit of £183,500 had been agreed by the Board but during the summer the number of participant sessions began to markedly increase and the level of monthly losses has been reducing. Infact, a revised budget loss of £96,000 was approved by the Board in October and during the last quarter performance continued to exceed the profiled budgets particularly for income so that the final outturn of £65,586 was £30,414 better than the final forecast budget.

There are continuing challenges with general higher costs for utilities and services and the statutory minimum wage rises which rose 9.68% from April 2023 which was higher than both inflation and the uplifts rise we received from our main income commissioners. There are some continuing issues with staff recruitment and retention of our care support workers but this is a factor affecting much of the Adult and Social Care sector. However, the Board remains confident that the organization is moving towards at least a break-even situation for 2024/25.

Reserves policy

It is the policy of the charity to establish designated reserve funds to manage any potential financial risks to the viability of the organization. The level of reserves links to our financial assessment of risks that the organization faces over the medium term within a 5 year period.

The level of designated reserve had increased significantly since 2020/21 following the Covid-19 virus outbreak and the unprecedented financial uncertainty that the charity then faced. The level of designated reserve increased to a peak of £773,000 for 2021/22 but reduced to £705,000 for 2022/23.

The financial backdrop has changed since the immediate post-Covid years. The commissioned number of sessions held within our centres and our outreach service has been rising. As a result, the levels of monthly financial losses has been declining. The Board have re-assessed the financial risks facing the organization. There has been consideration of likely continued rises in National Minimum Wage rates and contingency for possible day care review impacts from our largest commissioner, Sandwell Council. We need to also consider statutory redundancy costs if there was a winding up of the organization and future costs for planned renovations and improvements to our two owned buildings.

In the light of these risks but also reflecting an expectation that the organization will move towards financial sustainability over the coming years, then it has been agreed by the Board in April 2024 to reduce the level of our designated reserves to £400,000 for 2023/24. This will mean a level of free balances available at April 2024 of approximately £400,000 to support new projects and initiatives if opportunities to grow the business become available.

The Board trustees and Senior Leadership Team will continue to monitor closely our level of bank balances and reserves and on-going risks and financial performance during 2024/25.

Future Developments

Following the approval of the new Business Development Plan, Options for Life is committed to a strategic focus on several key initiatives aimed at enhancing our services and impact. Our future developments will centre around the following core areas:

Build Independence & Social Inclusion - Our initiative aims to enhance daily living skills by providing personalised schedules that focus on improving basic life skills such as personal hygiene, cooking, housekeeping, and financial management. Participants will be empowered through practical, hands-on learning experiences. To foster community engagement and awareness, we will include outreach sessions to educate the public about learning disabilities, autism, and complex needs, and organise events that promote inclusivity and understanding. Building support networks and partnerships with other organisations with similar objectives is also a priority. We will emphasize cultural competency and diversity by increasing culturally inclusive sessions and exploring partnerships with local cultural organisations, community centres, and minority advocacy groups to access additional resources and expertise. The effectiveness of this program will be measured through a comprehensive monitoring and evaluation system, including regular feedback from participants via surveys and focus groups. Both quantitative and qualitative data will be analysed to assess the impact on participants' self-esteem, positivity, and independence, ensuring the schedules are continually refined to meet our strategic goals.

Skills for Life Pathways - This initiative focuses on personalised goal setting through person-centred learning. We will implement a system that allows participants to set and track their individual goals, providing tailored support and resources based on their specific aspirations. Achievements will be celebrated through newsletters, events, and an annual awards ceremony to honour outstanding accomplishments within the community, with case studies used as promotional and inspirational resources. Learning experiences will be personalized and optimized by conducting surveys and interviews to understand participants goals, aspirations and challenges, tailoring schedules and support to meet their specific needs and creating a resources hub to enhance their skills and knowledge. The program will also include sessions designed to develop practical workplace skills, techniques and competencies, along with sessions aimed at improving communication, teamwork and collaboration among participants.

Strengthen Partnerships - We aim to enhance funding and resource partnerships by collaborating with other non-profit organisations and charities to share resources, knowledge, and best practices for a greater collective impact. We also seek to establish partnerships with grant-making foundations, corporate sponsors, and individual donors to secure funding for essential programs and services. Our fundraising strategy involves developing specific and measurable goals aligned with our mission and financial needs, setting short-term and long-term targets, and identifying key stakeholders such as donors, sponsors, and potential partners. By understanding the motivations and interests of these stakeholders, we can tailor our fundraising strategies more effectively. Our networking

efforts will focus on being assertive and building relationships with other organisations to create new opportunities for growth and collaboration.

Be Fit for Future - This initiative focuses on enhancing inclusivity and support by integrating assistive technologies and increasing individualized support plans to address the unique learning and communication needs of participants. Efforts to improve services will involve researching and identifying specific needs, ensuring all sessions have well-developed plans that are engaging, relevant, and appropriate. Operational efficiency and business sustainability will be pursued through cost-saving measures that do not compromise service quality, continuous monitoring of monthly operational income and costs, and seeking cost-saving opportunities through project submissions to the Fundraising Officer. We also aim to foster a positive organisational culture by promoting a supportive and inclusive work environment for staff, recognising and celebrating their achievements to boost morale. Our advocacy efforts will focus on influencing policies that impact adults with learning disabilities and autism and collaborating with other organisations to address systemic barriers and promote inclusivity.

Nurturing Talent - This initiative aims to establish a system for identifying and acknowledging outstanding contributions, along with implementing an employee recognition system to appreciate and reward staff talent. To enhance staff knowledge and skills, regular workshops and seminars will be conducted to update staff on industry trends and best practices, including hands-on activities and case studies. We will develop a supportive onboarding process through a mentorship or buddy system to assist new employees during their probationary period.. To create a dynamic learning environment, a job rotation scheme will be introduced, allowing employees to experience different roles within the organisation. Additionally, sessions will be arranged where employees can teach each other new skills. Employees will also be encouraged to propose and lead projects that align with their interests and contribute to the organisation's goals.

In conclusion, the future developments outlined in our Business Development Plan are designed to build upon our existing strengths, address current and emerging needs, and position Options for Life for sustained growth and impact. We are committed to delivering high-quality services that improve the lives of adults with learning disabilities and/or autism and their families, fostering an inclusive, supportive, and empowering environment for all.

Employees and Remuneration

The charity operates policies based on a range of issues including those to ensure that no discrimination is made against any employee or participant based on their disabilities, age, gender or ethnicity.

The majority of staff for 2023/24 received a pay rise of 9.68% since their salary grades were linked to the National Minimum Wage which rose by this percentage in April 2023. The remaining staff received a general pay award of 3%.

Directors / Trustees

The Directors, who served during the period, are shown below and all are trustees.

Amrit Virk – Chair
Alan Daffern
Deborah White (resigned 23/10/2023)
Harriet Moat
Rosina Singleton
Cesar Alvarez (appointed 23/10/2023)

Indemnity provision for Directors

Indemnity insurance has been taken out for all Directors and Trustees for any potential claim risk to value of £2 Million (2023 £2,000,000).

Responsibilities of Directors / Trustees

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

UK company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice (FRS102), "Accounting and Reporting by Charities" (effective October 2019).

In accordance with company law, as the company directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware: and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

Feltons took over from 2022/23 the responsibility for direct audit support and auditor of the company accounts. Feltons were re-appointed by the Board in October 2023 to continue as auditors for 2023/24 and they operate in accordance with the Companies Act 2006 section 487(2).

In preparing this report, the Directors have taken advantage of the small companies exemption provided by section 415A of the Companies Act 2006.

Approved by the Board on 28 October 2024 and signed on its behalf by

R.S. Singleton

Rosina Singleton
Treasurer of the Board of Trustees

Nicola Thomson
Chief Executive Officer

Opinion

We have audited the financial statements of Options For Life (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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 charitable company'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 Directors' and Trustees' Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 Directors' and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' and Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept; or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the Directors' and Trustees' Report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We reviewed the charitable company's control and risk management procedures and planned our work based on our assessment of those controls and procedures;
- This review included an assessment of the risk of material misstatement due to errors, fraud and management override of controls for all material areas in the financial statements;
- We made enquiries of management and the charitable company's lawyers regarding any actual or potential litigation and/or claims;
- Financial statements disclosures were reviewed and checked for compliance with applicable laws;
- Detailed testing was conducted on balances and transactions including unusual items and those of individual significance to the financial statements;
- Data analytics were used in order to identify unusual or significant trends;
- Communications with management and those charged with governance regarding relevant matters was undertaken throughout the audit and on completion.

Auditor's responsibilities for the audit of the financial statements (continued)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilites. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Feltons

David W Farnsworth FCA (Senior Statutory Auditor)

For and on behalf of Feltons, Statutory Auditor

8 Sovereign Court
8 Graham Street
Birmingham B1 3JR

31/10/2024

OPTIONS FOR LIFE

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)
For the year ended 31 March 2024

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	Total funds 2024 £	Total funds 2023 £
Income from:						
Donations & legacies		-	-	**4,135**	**4,135**	8,155
Charitable activities	2	**42,819**	-	**1,597,987**	**1,640,806**	1,446,723
Other trading activities	2	-	-	**13,361**	**13,361**	16,053
Investments		-	-	**16,557**	**16,557**	5,384
		42,819	**0**	**1,632,040**	**1,674,859**	1,476,315
Expenditure on:						
Charitable activities	3, 11	**26,705**	-	**1,697,626**	**1,724,331**	1,693,981
		26,705	**0**	**1,697,626**	**1,724,331**	1,693,981
Net income / (expenditure)		**16,114**	**0**	**(65,586)**	**(49,472)**	(217,666)
Transfer between funds	12	-	**(305,000)**	**305,000**	-	-
Net movement in funds		**16,114**	**(305,000)**	**239,414**	**(49,472)**	(217,666)
Reconciliation of funds:						
Total funds brought forward		**22,433**	**705,000**	**1,340,476**	**2,067,909**	2,285,575
Total funds carried forward		**38,547**	**400,000**	**1,579,890**	**2,018,437**	2,067,909

The notes on pages 14 to 24 form part of these financial statements.

There were no recognised gains or losses other than those in the Statement of Financial Activities.

All surpluses are a result of continuing activities as one-off activities are structured so as to produce no surplus or deficit.

OPTIONS FOR LIFE

BALANCE SHEET
As at 31 March 2024

Company No. 3341420

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	6		**1,165,653**		1,192,674
Current assets					
Debtors	7	**140,560**		203,266	
Investments	8	**255,900**		135,002	
Cash at bank and in hand	9	**496,228**		572,066	
		892,688		910,334	
Liabilities					
Creditors: Amounts falling due in less than one year	10	**(39,904)**		(35,099)	
Net current assets			**852,784**		875,235
Total assets			**2,018,437**		2,067,909
The Funds of the charity					
Restricted funds	11		**38,547**		22,433
Unrestricted funds					
Designated funds	12		**400,000**		705,000
Unrestricted funds	12		**1,579,890**		1,340,476
			2,018,437		2,067,909

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on 28 October 2024 and signed on their behalf by:

R S. Singleton

Rosina Singleton
Treasurer of the Board of Trustees.

Thomson

Nicola Thomson
Chief Executive Officer.

The notes on pages 14 to 24 form part of these financial statements.

OPTIONS FOR LIFE

CASH FLOW STATEMENT
As at 31 March 2024

Company No. 3341420

	2024	2023
	£	£
Cash flows from operating activities:		
Net cash used in operating activities	**47,808**	(303,440)
Cash flows from investing activities:		
Dividends, interest and rent from investments	**16,557**	5,385
Proceeds from the sale of investments	**85,002**	0
Purchase of investments	**(205,900)**	0
Purchase of property, plant and equipment	**(19,305)**	(11,930)
Net cash provided by investing activities	**(123,646)**	(6,545)
Reconciliation of net cash flow to movement in funds		
Change in cash and cash equivalents in the year	**(75,838)**	(309,985)
Cash and cash equivalents at 1 April	**572,066**	882,051
Cash and cash equivalents at 31 March	**496,228**	572,066
Reconciliation of next movement in funds to net cash outflow from operating activities		
Net movement in funds for the year ended 31 March 2024	**(49,472)**	(217,665)
Adjustments for:		
Depreciation	**46,326**	48,800
Dividends, interest and rent from investments	**(16,557)**	(5,385)
Decrease / (Increase) in debtors	**62,706**	(57,489)
Increase / (Decrease) in other creditors	**4,806**	(71,701)
Net cash used in operating activities	**47,809**	(303,440)
Analysis of cash and cash equivalents		
Notice deposits (up to 3 months)	**295,248**	326,584
Cash in hand	**200,980**	245,482
Cash and cash equivalents	**496,228**	572,066

1 **Accounting policies**

Options for Life in incorporated as a company limited by guarantee, registered in England and Wales (No. 3341420)

Basis of Accounting

The financial statements are prepared under the historical cost convention, in accordance with Accounting and Reporting by Charities; the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Income

Income is predominantly grants, charitable service contracts and income from social business activities and is recognised in the Statement of Financial Activities when received or on completion of the delivery of the specified terms of the Service Level Agreement.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised where there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and includes both the direct and support costs relating to these activities.

Support costs consist of central administration and property costs. These are disclosed in more detail in Note 4.

Governance

Governance costs of the charity include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charitable company. Details on governance costs are shown in Note 4.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the objectives of the Charity unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes or to meet potential financial risks or pressures that the charity may face.

Restricted funds are subject to specific terms and conditions by donors as to how they may be used.

Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Judgments in applying accounting policies and key sources of estimation uncertainty

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The trustees confirm there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

1. **Accounting policies (continued)**

Value Added Tax

VAT has been treated as irrecoverable by the Charity, due to the scale and type of activities being regarded as exempt. To ensure the charity compiles with HMRC's regulatory requirements both the sources of income and the aggregate amounts that could constitute vatable supplies, are frequently reviewed.

Tangible fixed assets and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Since April 2019 individual items costing less than £5,000 are written off in the Statement of the Financial Activities.

Depreciation is provided at rates calculated to write off the cost less estimated residual value, over their expected useful lives.

Office equipment	- 25% on a straight line basis
Motor vehicles	- 25% on a straight line basis
Building – Leasehold	- 10% on a straight line basis
Building – Freehold	- 2% on a straight line basis

Freehold land is not depreciated

Pension costs

The charity fulfilled its legal obligation in adopting the Governments Workplace Pension Scheme Auto-Enrolment in October 2014 integrating this with the defined contributions pension scheme that was already part of the remuneration policy. Those employees who have opted for the minimum contribution of 5% of pensionable salary under auto-enrolment rules enjoy an employer's contribution of 4%, this increases to 5% after 10 years service.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity has committed to terminate the employment of an employee or to provide termination benefits.

Going concern

At the time of preparing the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operational existence for the foreseeable future. There are no other material uncertainties that may cast a significant doubt about the Charity's ability to continue as a going concern. Therefore, the accounts have continued to be prepared on the going concern basis of accounting.;

There will be continuing future challenges to be faced by the Charity. The Board are reviewing the strategic direction of the Charity and the agreed business plan and model will look to deliver both continuing but new and flexible ways of service delivery.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Operating leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual amounts over the period of the lease.

Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

2 Income

Restricted income	2024 £	2023 £
Charitable activities		
Sandwell Council	**13,579**	-
Boshier Hinton Foundation	**2,000**	1,856
Bruce Wake Trust	**2,000**	2,000
Solvay Community Prize	**2,415**	-
Owen Family Trust	**1,000**	-
David Solomans Trust	**750**	-
D'Oyley Carte Charitable Trust	**3,000**	-
Patrick Trust	**1,000**	-
SCVO	**500**	-
Creative Black Country	**1,825**	-
Pedmore Sporting Club	**1,000**	-
Geoff Hill Charitable Trust	**250**	-
Will Charitable Trust	**8,000**	-
Douglas Turner Trust	**3,000**	-
Beatrice Laing Charitable Fund	**2,500**	-
Eveson Trust	-	5,940
Arnold Clark Community Fund	-	2,000
Morrisons Foundation	-	2,661
Tesco Community Grants	-	1,495
Baily Thomas Charitable Fund	-	3,109
Finnis Scott Foundation	-	1,000
Grimmitt Trust	-	1,200
Total restricted income from charitable activities	**42,819**	21,261
Unrestricted income		
Charitable activities		
Adult social care – Sandwell MBC	**1,151,155**	989,206
Direct payments	**301,817**	294,093
NHS Black Country ICB	**135,812**	132,987
One to One Support – Sandwell MBC	**9,203**	9,176
Total unrestricted income from charitable activities	**1,597,987**	1,425,462
Total income from charitable activities	**1,640,806**	1,446,723
Other trading activities income		
Activities, fund raising and sales of work	**13,061**	10,108
Insurance settlement	-	5,725
Room hire charges	**300**	-
Surplus on disposal of assets	-	220
	13,361	16,053

3 Expenditure	2024	2023
	£	£
Charitable Service Operational Costs		
Direct staffing costs	**1,076,768**	1,032,867
Indirect staff related costs	**17,203**	8,790
Premises, repairs and running costs	**37,362**	38,246
Cleaning, personal protective equipment and waste disposal	**10,959**	9,921
Vehicle and transport costs	**56,345**	52,588
Activities and materials	**66,442**	46,815
IT and office costs	**13,101**	11,962
Depreciation costs	**36,017**	37,397
Total charitable operational costs	**1,314,197**	1,238,586
Management and Support Costs	**367,268**	380,231
Governance costs	**16,161**	40,948
Total charitable expenditure	**1,697,626**	1,659,765

4 Expenditure – Charitable activities

	2024	2023
	£	£
Management support costs		
Salaries	**257,656**	262,272
Staff recruitment, training, travel, other	**6,169**	10,100
Office costs	**55,938**	66,722
External professional support	**17,628**	15,471
Equipment depreciation	**3,684**	4,641
Vehicle costs	**4,007**	2,450
Premises related costs	**22,186**	18,575
	367,268	380,231

Governance costs

	2024	2023
	£	£
Audit	**6,660**	33,778
Other insurance costs	**3,367**	4,152
Bank charges	**1,894**	1,693
Professional & consultancy fees	**2,598**	807
Trustee expenses and associated costs	**1,642**	94
Miscellaneous	**0**	424
	16,161	40,948

5 Staff costs

	2024	2023
	£	£
Wages & salaries	**1,216,742**	1,174,413
Social security costs	**75,990**	73,897
Pension costs	**36,478**	36,208
	1,329,210	1,284,518

	Number	Number
The average monthly number of staff employed by the charity during the year was as follows:		
Administrative	**9**	10
Project based	**56**	56
	65	66

Employer benefits to Senior Management Team Members

During the year to 31 March 2024 payments to key members of the management team in the form of salary and pensions amounted to £154,757. This compares with £154,260 for the prior year.

There was one employee whose annual emoluments were £60,000 or more.

Termination Payments

In 2023/2024 there were no termination payments to former employees. There had also been no termination payments in 2022/23.

Payments to Directors/Trustees

The trustees neither received nor waived any emoluments during the year (2023: £nil).

In 2023/24 there were total expenses re-imbursements of £589 to trustees. In 2022/23 there had been payments of £94.

6 Tangible fixed assets for use by the charity

	Freehold properties	Leasehold Improvements	Office equipment / fixtures & fittings	Vehicles	Total
	£	£	£	£	£
Cost					
As at 1 April 2023	1,585,963	34,172	199,094	22,700	**1,841,929**
Additions	-	-	8,806	10,499	**19,305**
Disposals	-	-	-	-	**0**
As at 31 March 2024	1,585,963	34,172	207,900	33,199	**1,861,234**
Depreciation					
As at 1 April 2023	441,258	12,623	172,674	22,700	**649,255**
Charge for the year	27,521	3,417	15,169	219	**46,326**
Disposals	-	-	-	-	**0**
As at 31 March 2024	468,779	16,040	187,843	22,919	**695,581**
Net Book Value					
As at 31 March 2024	1,117,184	18,132	20,057	10,280	**1,165,653**
As at 31 March 2023	1,144,705	21,549	26,420	0	1,192,674

Land at cost carried forward £210,000 is not depreciated (2023 - £210,000)

7 Debtors

	2024	2023
	£	£
Trade debtors	**117,966**	132,765
Prepayments & sundry debtors	**22,594**	70,501
	140,560	203,266

8 Investments

	2024	2023
	£	£
Market value brought forward	**135,002**	135,002
Additions to investments at cost	**205,900**	0
Disposals at carrying value	**(85,002)**	0
Market value as at 31 March	**255,900**	135,002
Comprised:		
Investments at fair value comprised		
Cash on deposit	**255,900**	135,002

9 Bank and cash

	2024	2023
	£	£
Bank accounts	491,984	567,224
Petty cash	4,244	4,842
	496,228	572,066

10 Creditors: Amounts falling due in less than one year

	2024	2023
	£	£
Trade creditors	**3,615**	8,257
Accrued expenses	**12,995**	13,153
Tax and social security	**17,500**	13,689
Pensions	**5,794**	0
	39,904	35,099

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2024

11 Restrictive Funds

External Grants	1 April 2023	Income	Expenditure	31 March 2024
	£	£	£	£
Bruce Wake Trust	275	2,000	(275)	**2,000**
Grimmit Trust	1,200	0	(1,200)	**0**
Solway Community Prize	0	2,415	(174)	**2,241**
Owen Family Trust	0	1,000	0	**1,000**
David Solomans Trust	0	750	0	**750**
D'Oyley Carte Charitable Trust	0	3,000	0	**3,000**
Patrick Trust	0	1,000	0	**1,000**
Boshier Hinton Foundation	198	2,000	(198)	**2,000**
SCVO	0	500	(500)	**0**
Creative Black Country	0	1,825	(1,825)	**0**
Pedmore Sporting Club	0	1,000	(1,000)	**0**
Geoff Hill Charitable Trust	0	250	0	**250**
Sandwell Council	0	13,579	(7,987)	**5,592**
Will Charitable Trust	0	8,000	(1,278)	**6,722**
Roger & Douglas Turner Trust	168	3,000	(3,168)	**0**
Beatrice Laing Trust	0	2,500	(208)	**2,292**
Morrisons Foundation	865	0	(865)	**0**
Finnis Scott Foundation	271	0	(271)	**0**
Clothworkers Foundation	7,673	0	(5,062)	**2,611**
Edward Gostling Foundation	2,277	0	(355)	**1,922**
Baily Thomas Charitable Fund	9,506	0	(2,339)	**7,167**
Total restricted funds	**22,433**	**42,819**	**(26,705)**	**38,547**

Further information on all funds held during 2023/24:

Bruce Wake Trust	To fund participant theatre trips, in particular for those requiring wheelchair access
Grimmit Trust, Solvay Community Prize, Owen Family Trust, David Solomans Trust, D'Oyley Carte Trust, Patrick Trust, Boshier Hinton Foundation	This is funding all towards new equipment and renovation of a sensory garden at Acorn Lodge
SCVO	Towards parties organised for the King's coronation
Creative Black Country	Towards the musical project 'Let's Get Lyrical'
Pedmore Sporting Club	Purchase of new age curling sets
Geoff Hill Charitable Trust	Contribution towards 'Sing Together' musical project
Sandwell Council	Grant of £8,579 for sessions to enhance mental health and well-being. Also, a grant of £5,000 for new digital equipment.
Will Charitable Trust and Roger and Douglas Turner Charitable Trust	To purchase additional musical equipment for sessions.
Beatrice Laing Trust	Contribution towards the purchase of a new replacement car
Morrisons Foundation	Contribution towards a new beauty salon for activities
Finnis Scott Foundation	To support the "Green Fingered" project for a local allotment plot
Clothworkers Foundation	Prior year purchase of music and sensory equipment at Acorn Lodge – now depreciation costs
Edward Gosling Foundation	Prior year wet room improvements at the Ashes centre – now depreciation costs
Baily Thomas Charitable Fund	Prior year supported living flat renovation at Ashes centre – now depreciation costs

12 Unrestricted funds

Unrestricted capital funds brought forward	**1,340,476**	1,477,187
Movement for the year	**(65,586)**	(204,711)
Transfer from Designated Funds	**305,000**	68,000
Unrestricted funds carried forward	**1,579,890**	1,340,476

12 Designated funds

	2024	2023
	£	£
Designated funds brought forward	**705,000**	**773,000**
Movement in the year	**(305,000)**	**(68,000)**
Total designated funds carried forward	**400,000**	705,000
Total unrestricted funds	**1,979,890**	2,045,476

13 Analysis of net assets between funds

	Tangible fixed assets	**Other net assets/ liabilities**	**Total**
	£	**£**	**£**
Restricted	-	38,547	**38,547**
Unrestricted funds			
Designated funds	-	400,000	**400,000**
Unrestricted funds	1,165,653	414,237	**1,579,890**
	1,165,653	852,784	**2,018,437**

14 Commitments under operating leases

At 31 March 2024 the Company had commitments under non-cancellable leases in respect of photocopiers:

	2024	2023
	£	£
Within one year	**7,319**	16,523
Within two to five years	**6,675**	15,232
	13,994	31,755

15 Related party transactions

There were no transactions in 2023/24 involving payments to a business with connections to either the trustees or other senior charity employees. In 2022/23 there was one related party payment of £333.

16 Post balance sheet events

There are no other events that occurred after 31 March 2024 that are likely to significantly change what is presented in the financial statements or have an impact upon the status of the organisation as a going concern.

17 Pension Commitments

The Charity operates a defined contribution scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions payable by the Charity to the fund and amounted to £36,478 (2023 £36,208). At 31 March 2024 there were total staff and employer contributions of £5,794 outstanding to be paid relating to 2023/24.

18 Statement of financial activities 2023

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	**Total funds 2023 £**
Income from:					
Donations & legacies		-	-	8,155	**8,155**
Charitable activities	2	21,261	-	1,425,462	**1,446,723**
Other trading activities	2	-	-	16,053	**16,053**
Investments		-	-	5,384	**5,384**
		21,261	0	1,455,054	**1,476,315**
Expenditure on:					
Charitable activities	3	34,216	-	1,659,765	**1,693,981**
Net (expenditure) / income		(12,955)	-	(204,711)	**(217,666)**
Transfer between funds	11	-	(68,000)	(68,000)	-
Net movement in funds		(12,955)	(68,000)	(136,711)	**(217,666)**
Reconciliation of funds:					
Total funds brought forward		35,388	773,000	1,477,187	**2,285,575**
Total funds carried forward		22,433	705,000	1,340,476	**2,067,909**

OPTIONS FOR LIFE

England & Wales - Charity number 1064848

Accounts

Company number 3341420
Charity number 1064848



OPTIONS FOR LIFE
(A Company limited by Guarantee)

Financial Statements

Year ended 31 March 2023

OPTIONS FOR LIFE

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OPTIONS FOR LIFE

CHARITY INFORMATION

Directors

Alan Daffern
Harriet Moat
Deborah White
Alma Aganovic – Resigned 26/5/2022
Rosina Singleton
Amrit Virk – Appointed 24/5/2022

Charity Number

1064848

Company Number

3341420

Charity correspondence address

Oak Green Lodge
Oak Green Way
Oldbury
West Midlands
B68 8LR

Auditors

Feltons
Chartered Accountants & Business Advisers
8 Sovereign Court
8 Graham Street
Birmingham
B1 3JR

Bankers

Lloyds Bank plc
125 High Street
Harborne
Birmingham
B17 9NP

Chief Executive Officer

Nicola Thomson

The Directors present their report and financial statements for the year ended 31 March 2023.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 27 March 1997 and registered as a charity on 13 October 1997. 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. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

Directors and Trustees

The Board of Trustees is the governing body of the charity. The Board of Directors is the governing body of the company. Selection of Trustees is by application to the Board of Trustees and is managed by the Chair and brought to Board of Trustees Meetings for approval. Selection of Directors is by a vote of the trustees. The policy is to recruit people to be Trustees with knowledge, skills and experience relevant to the aims and objectives of the charity. Documents detailing the legal structure, organisation, finances and management of the company, which are regularly reviewed, are provided to all Board of Trustee members to facilitate effective governance of the charity. In addition, they are provided with training support and practical experience of the day to day running of the charity.

The Board of Trustees meets on a regular basis to manage the affairs of the charity and formulate policy. The Chief Executive manages the day to day running of the charity assisted by full time and part time employees.

No trustee receives any payment for carrying out their duties and none of the trustees has any beneficial interest in the company.

The trustees who have served during the year and since the year end are listed on page 1.

Risk Management

A Finance, Audit and Risk Committee, which includes representation from the Board of Trustees, meets regularly to assess financial planning matters and review measures to control risk. A comprehensive risk register is completed annually and reviewed at least quarterly during the year.

External risks, which primarily concern funding, are continually addressed by closely managing the quality and cost effectiveness of all our contracts, identifying areas for new grant applications and ensuring adequate cash reserves are constantly maintained.

An on-going review of key operational and financial processes and procedures combine to mitigate against any potential internal control weaknesses.

Mission and Vision Statement

Our Mission is to provide high quality and coordinated services to all participants which is responsive, flexible and sensitive to their changing needs, enabling them to play an active part in their local community.

Our Vision is to give people with Learning Disabilities and/or Autism choice and control over their lives.

Objectives of the Charity

The charity's objectives are to enable people with learning disabilities to advance their personal development and lead a full life within the community.

The aims and policies adopted in furtherance of these objectives are: -

- Develop a range of services to meet the needs of our participants.
- Give control and choice back to our participants.
- Enable participants to become integrated into their own communities.
- Ensure our services are culturally appropriate to meet the needs of diverse groups.
- Provide a variety of meaningful voluntary and workplace opportunities

- Promote learning disabilities and/or autism employment benefits to local businesses and organisations.
- Evidence the impact on individuals and communities.
- Develop and build productive relationships to enhance the delivery of services.
- Work alongside commissioners, other agencies and stakeholders to develop future delivery models.
- Raise the profile of Options for Life amongst all stakeholders.
- Build upon the parent/carer forum.
- Develop the organisation's outcome focused approach.
- Invest in research projects for growth and development to "Build Back Better."
- Increase the organisation's financial wellbeing.
- Grow and diversify funding opportunities.
- Celebrate ALL successes.
- Value all staff and volunteers and prioritise their growth and wellbeing.
- Ensure all staff and volunteers have the right training, values and support.

Review of Activities for 2022 – 2023 and the continuing Impact of the Coronavirus

The charity operates from several locations across Sandwell, providing support and opportunities for people with learning disabilities and/or autism. On Monday 23rd March 2020 Sandwell Council announced that all day centres were to close and subsequently all support activities had to be revised. This had a huge detrimental impact not only for Options for Life but also to our participants. Outreach began on the 2nd July 2020 and numbers slowly grew. However, buildings remained closed for participants until 21 June 2021. We subsequently brought back participants where outreach was not suitable. This included participants at Acorn Lodge.

The local authority also changed how they wanted to commission services. All pre-covid participants were reviewed which resulted in some not returning, whether this was due to changes in their circumstances and/or needs, others had funding cuts which resulted in fewer days of support, however, some had days/hours increased. Therefore, we have not been in the position to bring all existing participants back as quickly as we would have liked.

With the increase in hours of support, it was crucial to employ additional support workers, where this has been challenging not only recruitment for the organisation but across the sector. This also had a huge impact on staffing for the first quarter of 2022. Conversely, towards the last quarter 2023, this has improved.

Numbers throughout the year have steadily grown, and hours have increased. Hours of support for Outreach from 2021- 2022 to current year have increased 39,240 to 51,177 which is an increase of 30%. In regard to PMLD there has been an increase in hours from 14183 in 2021-2022 to 17304 in 2022-2023 which is an increase of 22%.

We have placed 14 new participants and will start the new financial year with 10 live referrals in the pipeline/waiting list.

Achievements made in the year included:

- Sign off of the new 12-month Business Development Plan
- Successful 4th year accreditation with Investors in People.
- Development of a Beauty Room and Music suite through grant funding
- Several successful grant funded activities
- Increased number of new participants
- Great links created with 2 local feeder schools/colleges
- Introduction of a Saturday group

Public Benefit

In planning our activities, the Trustees and management team keep in mind the Charity Commission's guidance on public benefit. We welcome all participants regardless of personal background, circumstances, faith, gender or economic status and we believe this attitude of openness to all, enriches everyone through the sharing of skills,

abilities and life experiences. Our objectives and funding limit the services we provide to adults with learning disabilities and/or autism. We are aware that adults with learning disabilities and/or autism have huge health inequalities in relation to the general public as a whole and even more so following the impact of Covid-19. We have a strong focus on breaking down the barriers to access these in order to improve both the quality of life and life expectancy of our participants. The ages of the adults with learning disabilities and/or autism that we support has gradually increased as life expectancy has increased over the last ten years. This has presented new challenges as they have had to cope with an increase in age related health conditions. The impact of the work that Options for Life does, goes far beyond the individual participants that we support as their families are able to cope for far longer than they would otherwise be able on their own.

Review of financial position

The income of the charity for 2022/23 was £1,476,315 (2021/22: £1,381,376) and expenditure was £1,693,981 (2021/22: £1,558,537). This resulted in a net income deficit of £217,666 reducing to £204,711 if the restricted funds deficit of £12,955 is excluded (2021/22 net deficit £177,161). The charity's balance sheet reflects a decrease in funds due to the 2022/23 deficit.

The position has remained difficult for the charity. It is facing rising operational costs from in particular fuel, energy and staff costs. Many of the staff grades are linked to the National Minimum Wage which rose 6.6% in April 2022. Income uplifts from our commissioners did not rise as high as the staffing cost increases faced.

There have also been issues with staff recruitment and retention which has been a factor across much of the Adult Social Care sector. Against this backdrop the number of participant sessions delivered did continue to increase in the second half of 2022/23. The charity operations have still not recovered to pre-covid levels but rising participant sessions is an encouraging sign to move back towards financial sustainability. There were some significant one-off costs paid relating to a cost of living bonus paid to staff and some investigatory fees and back-payments relating to a tax issue. If these one-off costs were excluded then the underlying deficit for 22/23 was reduced from £204,711 towards £111,000.

Reserves policy

It is the policy of the charity to establish designated reserve funds to manage any potential financial risks to the viability of the organization. The level of reserves links to our financial assessment of risks that the organization faces over the medium term 2-3 year period. In the light of the Covid-19 virus outbreak the charity faced unprecedented financial uncertainty and the level of designated reserves increased significantly from 2020/21 and rose again to £773,000 for 2021/22.

The Board have considered the projected budget for the next two years and set aside sums for potential continuing rises in the National Minimum Wage, post 2024/25 and contractual staff obligations for worst case closure of the charity. In the light of these risks but also reflecting an expectation that the organization will move towards financial sustainability, over the coming years, then it has been agreed to reduce the level of our designated reserves to £705,000 for 2022/23. This will mean a level of free balances available at April 2023 of approximately £150,000 to support new projects and initiatives if opportunities to grow the business become available.

The Board trustees and Senior Leadership Team will continue to monitor closely our level of bank balances and reserves and on-going risks and financial performance during 2023/24.

Future Developments

With the introduction of the Strategic Plan and Business Development plan following the review on all services offered post covid, the focus will be:

Build Independence & Social Inclusion - we want our participants to experience a strong boost of self-esteem, positivity and independence through life skills and social inclusion. To achieve this we are going to focus on developing a range of services to meet the needs of our participants by giving control and choice back. Enabling our participants to become integrated into their own communities and ensure our services are culturally appropriate to meet the needs of diverse groups.

Skills for Life Pathways - we want to inspire and encourage our participants to achieve their goals by providing skills and opportunities to maximise their potential. We will tackle the impact of social isolation and loneliness for people with learning disabilities, by enabling independence through work experience, paid employment and volunteering. We recognise the impact that self-directed support can offer people with learning disabilities and/or autism to have greater choice and control in their lives. We want to support our participants to develop new skills and hold on to existing skills, whether this is supporting them in their own home or accessing community sessions.

Strengthen Partnerships - we will build strong relationships based on trust, common values and mutual respect. We will achieve this by continuing to develop and build productive relationships to enhance the delivery of services and work alongside commissioners, other agencies and stakeholders to develop future delivery models. Through marketing we will raise the profile of Options for Life amongst all stakeholders and build upon the parent/carer forum.

Be Fit for Future - we will continuously improve and expand our services to benefit our participants and ensure a sustainable future for the organisation. Moving towards becoming outcome focused. Investing in research projects for growth and development to "Build back Better" which will increase the organisation's financial wellbeing by growing and diversify funding opportunities.

Employees and Remuneration

The charity operates policies based on a range of issues including those to ensure that no discrimination is made against any employee or participant based on their disabilities, age, gender or ethnicity.

There was no general pay award for all staff in 2022/23 but the majority of staff received a pay rise of 6.6% since their salary grades were linked to the National Minimum Wage which rose by this percentage in April 2022.

Withdrawal of the United Kingdom from the European Union

The Trustees have considered the effect of the withdrawal of the United Kingdom from the European Union and to date it has not had any material impact on the business of the charity.

Directors / Trustees

The Directors, who served during the period, are shown below and all are trustees.

Alan Daffern
Deborah White
Harriet Moat
Alma Aganovic (resigned 26/5/2022)
Rosina Singleton
Amrit Virk (appointed 25 May 2022)

Indemnity provision for Directors

Indemnity insurance has been taken out for all Directors and Trustees for any potential claim risk to value of £2 Million (2022 £2,000,000).

Responsibilities of Directors / Trustees

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

UK company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice (FRS102), "Accounting and Reporting by Charities" (effective October 2019).

In accordance with company law, as the company directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware: and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

The charity auditors had been Mazars for a number of years but from February 2023 Feltons took over the role as direct audit support and auditor for 22/23 of the company. Feltons will continue in office in accordance with the Companies Act 2006 section 487(2).

In preparing this report, the Directors have taken advantage of the small companies exemption provided by section 415A of the Companies Act 2006.

Approved by the Board on 23 October 2023 and signed on its behalf by

Rosina Singleton
Treasurer of the Board of Trustees

Nicola Thomson
Chief Executive Officer

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OPTIONS FOR LIFE

Opinion

We have audited the financial statements of Options For Life (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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 charitable company'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 Directors' and Trustees' 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, except to the extent otherwise explicitly stated in our report, 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 Directors' and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' and Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' and Trustees' Report.
We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept; or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the Directors' and Trustees' Report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on pages 5 and 6 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We reviewed the charitable company's control and risk management procedures and planned our work based on our assessment of those controls and procedures;
- This review included an assessment of the risk of material misstatement due to errors, fraud and management override of controls for all material areas in the financial statements;
- We made enquiries of management and the charitable company's lawyers regarding any actual or potential litigation and/or claims;
- Financial statements disclosures were reviewed and checked for compliance with applicable laws;
- Detailed testing was conducted on balances and transactions including unusual items and those of individual significance to the financial statements;
- Data analytics were used in order to identify unusual or significant trends;
- Communications with management and those charged with governance regarding relevant matters was undertaken throughout the audit and on completion.

Auditor's responsibilities for the audit of the financial statements (continued)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilites. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Feltons

David W Farnsworth FCA (Senior Statutory Auditor)

For and on behalf of Feltons, Statutory Auditor

8 Sovereign Court
8 Graham Street
Birmingham B1 3JR

26 October 2023

OPTIONS FOR LIFE

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)
For the year ended 31 March 2023

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	Total funds 2023 £	Total funds 2022 £
Income from:						
Donations & legacies		-	-	**8,155**	**8,155**	843
Charitable activities	2	**21,261**	-	**1,425,462**	**1,446,723**	1,372,035
Other trading activities	2	-	-	**16,053**	**16,053**	5,426
Investments		-	-	**5,384**	**5,384**	3,072
		21,261	**0**	**1,455,054**	**1,476,315**	1,381,376
Expenditure on:						
Charitable activities	3, 11	**34,216**	-	**1,659,765**	**1,693,981**	1,558,537
		34,216	**0**	**1,659,765**	**1,693,981**	1,558,537
Net income / (expenditure)		**(12,955)**	**0**	**(204,711)**	**(217,666)**	(177,161)
Transfer between funds	12	-	**(68,000)**	**68,000**	-	-
Net movement in funds		**(12,955)**	**(68,000)**	**(136,711)**	**(217,666)**	(177,161)
Reconciliation of funds:						
Total funds brought forward		**35,388**	**773,000**	**1,477,187**	**2,285,575**	2,462,736
Total funds carried forward		**22,433**	**705,000**	**1,340,476**	**2,067,909**	2,285,575

The notes on pages 12 to 23 form part of these financial statements.

There were no recognised gains or losses other than those in the Statement of Financial Activities.

All surpluses are a result of continuing activities as one-off activities are structured so as to produce no surplus or deficit.

OPTIONS FOR LIFE

BALANCE SHEET
As at 31 March 2023

Company No. 3341420

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	6		**1,192,674**		1,229,544
Current assets					
Debtors	7	**203,266**		145,777	
Investments	8	**135,002**		135,002	
Cash at bank and in hand	9	**572,066**		882,051	
		910,334		1,162,830	
Liabilities					
Creditors: Amounts falling due in less than one year	10	**(35,099)**		(106,799)	
Net current assets			**875,235**		1,056,031
Total assets			**2,067,909**		2,285,575
The Funds of the charity					
Restricted funds	11		**22,433**		35,388
Unrestricted funds					
Designated funds	12		**705,000**		773,000
Unrestricted funds	12		**1,340,476**		1,477,187
			2,067,909		2,285,575

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on 23 October 2023
and signed on their behalf by:

Rosina Singleton
Treasurer of the Board of Trustees.

Nicola Thomson
Chief Executive Officer.

The notes on pages 12 to 23 form part of these financial statements.

OPTIONS FOR LIFE

CASH FLOW STATEMENT
As at 31 March 2023

Company No. 3341420

	2023	2022
	£	£
Cash flows from operating activities:		
Net cash used in operating activities	**(303,440)**	(185,785)
Cash flows from investing activities:		
Dividends, interest and rent from investments	**5,385**	3,072
Proceeds from the sale of investments	**0**	160,000
Purchase of investments	**0**	(135,002)
Purchase of property, plant and equipment	**(11,930)**	(14,680)
Net cash provided by investing activities	**(6,545)**	13,390
Reconciliation of net cash flow to movement in funds		
Change in cash and cash equivalents in the year	**(309,985)**	(172,395)
Cash and cash equivalents at 1 April	**882,051**	1,054,446
Cash and cash equivalents at 31 March	**572,066**	882,051
Reconciliation of next movement in funds to net cash outflow from operating activities		
Net movement in funds for the year ended 31 March 2023	**(217,665)**	(177,161)
Adjustments for:		
Depreciation	**48,800**	50,577
Dividends, interest and rent from investments	**(5,385)**	(3,072)
Decrease/(Increase) in debtors	**(57,489)**	(113,090)
Increase in other creditors	**(71,701)**	56,961
Net cash used in operating activities	**(303,440)**	(185,785)
Analysis of cash and cash equivalents		
Notice deposits (up to 3 months)	**326,584**	425,505
Cash in hand	**245,482**	456,546
Cash and cash equivalents	**572,066**	882,051

1 **Accounting policies**

Options for Life in incorporated as a company limited by guarantee, registered in England and Wales (No. 3341420)

Basis of Accounting

The financial statements are prepared under the historical cost convention, in accordance with Accounting and Reporting by Charities; the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Income

Income is predominantly grants, charitable service contracts and income from social business activities and is recognised in the Statement of Financial Activities when received or on completion of the delivery of the specified terms of the Service Level Agreement.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised where there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and includes both the direct and support costs relating to these activities.

Support costs consist of central administration and property costs. These are disclosed in more detail in Note 4.

Governance

Governance costs of the charity include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charitable company. Details on governance costs are shown in Note 4.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the objectives of the Charity unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes or to meet potential financial risks or pressures that the charity may face.

Restricted funds are subject to specific terms and conditions by donors as to how they may be used.

Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Judgments in applying accounting policies and key sources of estimation uncertainty

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The trustees confirm there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

1. **Accounting policies (continued)**

Value Added Tax

VAT has been treated as irrecoverable by the Charity, due to the scale and type of activities being regarded as exempt. To ensure the charity compiles with HMRC's regulatory requirements both the sources of income and the aggregate amounts that could constitute vatable supplies, are frequently reviewed.

Tangible fixed assets and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Since April 2019 individual items costing less than £5,000 are written off in the Statement of the Financial Activities.

Depreciation is provided at rates calculated to write off the cost less estimated residual value, over their expected useful lives.

Office equipment	- 25% on a straight line basis
Motor vehicles	- 25% on a straight line basis
Building – Leasehold	- 10% on a straight line basis
Building – Freehold	- 2% on a straight line basis

Freehold land is not depreciated

Pension costs

The charity fulfilled its legal obligation in adopting the Governments Workplace Pension Scheme Auto-Enrolment in October 2014 integrating this with the defined contributions pension scheme that was already part of the remuneration policy. Those employees who have opted for the minimum contribution of 5% of pensionable salary under auto-enrolment rules enjoy an employer's contribution of 4%, this increases to 5% after 10 years service.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity has committed to terminate the employment of an employee or to provide termination benefits.

Going concern

At the time of preparing the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operational existence for the foreseeable future. There are no other material uncertainties that may cast a significant doubt about the Charity's ability to continue as a going concern. Therefore, the accounts have continued to be prepared on the going concern basis of accounting.;

There will be continuing future challenges to be faced by the Charity. The Board are reviewing the strategic direction of the Charity and the agreed business plan and model will look to deliver both continuing but new and flexible ways of service delivery.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Operating leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual amounts over the period of the lease.

Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

2 Income

Restricted income	2023 £	2022 £
Charitable activities		
Eveson Trust	**5,940**	-
Boshier Hinton Foundation	**1,856**	-
Arnold Clark Community Fund	**2,000**	-
Morrisons Foundation	**2,661**	-
Tesco Community Grants	**1,495**	-
Bruce Wake Trust	**2,000**	-
Baily Thomas Charitable Fund	**3,109**	-
Finnis Scott Foundation	**1,000**	-
Grimmitt Trust	**1,200**	-
Mencap	**0**	13,426
Kickstart	**0**	14,649
Screwfix Foundation	**0**	4,680
The Roger & Douglas Charitable Trust	**0**	3,000
Sandwell MBC – Community Infrastructure Levy	**0**	508
Will Charitable Trust	**0**	7,000
Total restricted income from charitable activities	**21,261**	43,263
Unrestricted income		
Charitable activities		
Adult social care – Sandwell MBC	**989,206**	960,716
Direct payments	**294,093**	219,147
NHS Black Country ICB	**132,987**	109,639
One to One Support – Sandwell MBC	**9,176**	8,990
Government Grant - reclaimed Statutory Sick Pay	-	2,113
SMBC - Infection Control Grant	-	14,833
SMBC - Omicron Hospitality Grant	-	13,334
Total unrestricted income from charitable activities	**1,425,462**	1,328,772
Total income from charitable activities	**1,446,723**	1,372,035
Other trading activities income		
Activities, fund raising and sales of work	**10,108**	4,619
Insurance settlement	**5,725**	-
Room hire charges	-	807
Surplus on disposal of assets	**220**	-
	16,053	5,426

3 Expenditure	2023	2022
	£	£
Charitable Service Operational Costs		
Direct staffing costs	**1,032,867**	880,827
Severance costs	**0**	19,044
Indirect staff related costs	**8,790**	31,536
Premises, repairs and running costs	**38,246**	38,636
Cleaning, personal protective equipment and waste disposal	**9,921**	10,357
Vehicle and transport costs	**52,588**	40,815
Activities and materials	**46,815**	38,859
IT and office costs	**11,962**	15,370
Depreciation costs	**37,397**	38,391
Total charitable operational costs	**1,238,586**	1,113,835
Management and Support Costs	**380,231**	377,600
Governance costs	**40,948**	27,751
Total charitable expenditure	**1,659,765**	1,519,186

4 Expenditure – Charitable activities

	2023	2022
	£	£
Management support costs		
Salaries	**262,272**	264,410
Staff recruitment, training, travel, other	**10,100**	7,430
Office costs	**66,722**	60,213
External professional support	**15,471**	16,259
Equipment depreciation	**4,641**	5,590
Vehicle costs	**2,450**	3,473
Premises related costs	**18,575**	20,225
	380,231	377,600

Governance costs

	2023	2022
	£	£
Audit	**33,778**	9,264
Other insurance costs	**4,152**	6,716
Bank charges	**1,693**	1,974
Professional & consultancy fees	**807**	9,450
Miscellaneous	**518**	347
	40,948	27,751

5 Staff costs

	2023	2022
	£	£
Wages & salaries	**1,174,413**	1,046,897
Social security costs	**73,897**	62,840
Pension costs	**36,208**	31,521
	1,284,518	1,141,258

	Number	Number
The average monthly number of staff employed by the charity during the year was as follows:		
Administrative	**10**	10
Project based	**56**	49
	66	59

Employer benefits to Senior Management Team Members

During the year to 31 March 2023 payments to key members of the management team in the form of salary and pensions amounted to £154,260. This compares with £151,339 for the prior year.

There was one employee whose annual emoluments were £60,000 or more.

Termination Payments

In 2022/2023 there were no termination payments to former employees. In 2021/22 there had been termination payments of £19,044.

Back-Payments to Staff relating to the National Minimum Wage

All staff had been entitled to join the salary sacrifice pension and the staff Xmas savings schemes. At the end of 2021/22 it was realised that for those staff paid at National Minimum Wage levels and contributing towards the above two schemes, then their gross pay would be seen by HMRC as below the minimum wage levels. The Charity corrected this situation and repaid relevant sums to both current and former staff in February 2023. The total liability was £69,187 including any employer national insurance and pension costs. Costs of £58,078 were included within the 21/22 accounts and £11,109 has been included within staff costs in 22/23.

Payments to Directors/Trustees

The trustees neither received nor waived any emoluments during the year (2022 : £nil).

In 2022/23 there were total expenses re-imbursements of £94 to trustees. In 2021/22 there had been none.

6 Tangible fixed assets for use by the charity

	Freehold properties	Leasehold Improvements	Office equipment / fixtures & fittings	Vehicles	Total
	£	£	£	£	£
Cost					
As at 1 April 2022	1,585,963	34,172	187,164	30,150	**1,837,449**
Additions	-	-	11,930	-	**11,930**
Disposals	-	-	-	(7,450)	**(7,450)**
As at 31 March 2023	1,585,963	34,172	199,094	22,700	**1,841,929**
Depreciation					
As at 1 April 2022	413,737	9,206	154,812	30,150	**607,905**
Charge for the year	27,521	3,417	17,862	-	**48,800**
Disposals	-	-	-	(7,450)	**(7,450)**
As at 31 March 2023	441,258	12,623	172,674	22,700	**649,255**
Net Book Value					
As at 31 March 2023	1,144,705	21,549	26,420	-	**1,192,674**
As at 31 March 2022	1,172,226	24,966	32,352	-	1,229,544

Land at cost carried forward £210,000 is not depreciated (2022 - £210,000)

7 Debtors

	2023	2022
	£	£
Trade debtors	**132,765**	55,153
Prepayments & sundry debtors	**70,501**	90,624
	203,266	145,777

8 Investments

	2023	2022
	£	£
Market value brought forward	**135,002**	160,000
Additions to investments at cost	**0**	135,002
Disposals at carrying value	**0**	(160,000)
Market value as at 31 March	**135,002**	135,002
Comprised:		
Investments at fair value comprised		
Cash on deposit	**135,002**	135,002

9 Bank and cash

	2023	2022
	£	£
Bank accounts	567,224	877,145
Petty cash	4,842	4,906
	572,066	882,051

10 Creditors: Amounts falling due in less than one year

	2023	2022
	£	£
Trade creditors	**8,257**	6,508
Accrued expenses	**13,153**	72,210
Tax and social security	**13,689**	17,846
Pensions	**0**	6,890
Other creditors	**0**	3,345
	35,099	106,799

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2023

11 Restrictive Funds

External Grants	1 April 2022 £	Income £	Expenditure £	31 March 2023 £
Eveson Trust	-	5,940	(5,940)	0
Boshier Hinton Foundation	-	1,856	(1,658)	198
Arnold Clark Community Fund	-	2,000	(2,000)	0
Morrisons Foundation	-	2,661	(1,796)	865
Tesco Community Grants	-	1,495	(1,495)	0
Bruce Wake Trust	-	2,000	(1,725)	275
Baily Thomas Charitable Fund	-	3,109	(1,770)	1,339
Finnis Scott Foundation	-	1,000	(729)	271
Grimmitt Trust	-	1,200	0	1,200
Roger & Douglas Turner Charitable Trust	3,000	0	(2,832)	168
Will Charitable Trust	7,000	0	(7,000)	0
Sandwell Council	508	0	(508)	0
Clothworkers Foundation	9,735	0	(2,062)	7,673
Richardson Brothers	3,000	0	(3,000)	0
Turner Trust	346	0	(346)	0
Edward Gostling Foundation	2,632	0	(355)	2,277
Baily Thomas Charitable Fund	9,167	0	(1,000)	8,167
Total restricted funds	35,388	21,261	(34,216)	22,433

Further information on all funds held during 2022/23:

Eveson Trust	Funding towards improved design and configuration of the charity website and marketing and promotion materials.
Boshier Hinton Foundation	Used for participant football equipment and strips
Arnold Clark Community Fund	Creation of a beauty salon at Oak Green Lodge for participant activities and training.
Morrisons Foundation	Additional contribution towards new beauty salon
Tesco Community Grants	To enable participants to all attend Christmas meals. Also funding for decorations and activities and gifts
Bruce Wake Trust	To fund participant trips to theatre in particular those requiring wheelchair access
Baily Thomas Charitable Fund	Resources for new sensory room at Ocker Hill hub
Finnis Scott Foundation	Get "Green Fingered" project for a local allotment plot
Grimmitt Trust	Materials for sensory garden at Acorn Lodge
The Roger and Douglas Turner Charitable Trust	To develop further the Lets Go Digital project.
Sandwell Council – Community Infrastructure Levy Fund	To assist in purchasing of computer tablets for participants.
Will Charitable Trust	To purchases additional musical equipment for sessions.
Clothworkers Foundation and Richardson Brothers	Prior year purchase of music and sensory equipment at Acorn Lodge – now depreciation costs
Turner Trust	Prior year purchase musical instruments – now depreciation costs
Edward Gosling Foundation	Prior year wet room improvements at the Ashes centre – now depreciation costs
Baily Thomas Charitable Fund	Prior year supported living flat renovation at Ashes centre – now depreciation costs

12 Unrestricted funds

	2023	2022
	£	£
Unrestricted capital funds brought forward	**1,477,187**	1,719,260
Movement for the year	**(204,711)**	(181,073)
Transfer to/from Designated Funds	**68,000**	(61,000)
Unrestricted funds carried forward	**1,340,476**	1,477,187

12 Designated funds

	2023	2022
	£	£
Designated funds brought forward	**773,000**	**712,000**
Movement in the year	**(68,000)**	**61,000**
Total designated funds carried forward	**705,000**	773,000
Total unrestricted funds	**2,045,476**	2,250,187

13 Analysis of net assets between funds

	Tangible fixed assets	Other net assets/ liabilities	Total
	£	£	£
Restricted	-	22,433	**22,433**
Unrestricted funds			
Designated funds	-	705,000	**705,000**
Unrestricted funds	1,192,674	147,802	**1,340,476**
	1,192,674	875,235	**2,067,909**

14 Commitments under operating leases

At 31 March 2023 the Company had commitments under non-cancellable leases in respect of minibuses and photocopiers:

	2023	2022
	£	£
Within one year	**16,523**	32,178
Within two to five years	**15,232**	16,801
	31,755	48,979

15 Related party transactions

There was one transaction involving payments to a business whose director is a partner of a senior charity employee. This payment was £333 in 2022/23 (2022: £1,369) paid to Bronze Bull Creative in connection to the printing and delivery of leaflets.

16 Post balance sheet events

There are no other events that occurred after 31 March 2023 that are likely to significantly change what is presented in the financial statements or have an impact upon the status of the organisation as a going concern.

17 Pension Commitments

The Charity operates a defined contribution scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions payable by the Charity to the fund and amounted to £36,208 (2022 £31,521). At 31 March 2023 there were no contributions outstanding to be paid relating to 2022/23.

18 Statement of financial activities 2022

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	**Total funds 2022 £**
Income from:					
Donations & legacies		-	-	843	**843**
Charitable activities	2	43,263	-	1,328,772	**1,372,035**
Other trading activities	2	-	-	5,426	**5,426**
Investments		-	-	3,072	**3,072**
		43,263	0	1,338,113	**1,381,376**
Expenditure on:					
Charitable activities	3	39,351	-	1,519,186	**1,558,537**
Net (expenditure) / income		3,912		(181,073)	**(177,161)**
Transfer between funds	11	-	61,000	(61,000)	-
Net movement in funds		3,912	61,000	(242,073)	**(177,161)**
Reconciliation of funds:					
Total funds brought forward		31,476	712,000	1,719,260	**2,462,736**
Total funds carried forward		35,388	773,000	1,477,187	**2,285,575**

OPTIONS FOR LIFE

England & Wales - Charity number 1064848

Accounts

Company number 3341420
Charity number 1064848



OPTIONS FOR LIFE

(A Company limited by Guarantee)

Financial Statements

Year ended 31 March 2022

OPTIONS FOR LIFE

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OPTIONS FOR LIFE

CHARITY INFORMATION

Directors

Alan Daffern
Harriet Moat
Deborah White
Alma Aganovic
Rosina Singleton

Charity Number

1064848

Company Number

3341420

Charity correspondence address

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West Midlands
B68 8LR

Auditors

Mazars LLP
First Floor
Two Chamberlain Square
Birmingham
B3 3AX

Bankers

Lloyds TSB Bank plc
125 High Street
Harborne
Birmingham
B17 9NP

Chief Executive Officer

Nicola Thomson

The Directors present their report and financial statements for the year ended 31 March 2022.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 27 March 1997 and registered as a charity on 13 October 1997. 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. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

Directors and Trustees

The Board of Trustees is the governing body of the charity. The Board of Directors is the governing body of the company. Selection of Trustees is by application to the Board of Trustees and is managed by the Chair and brought to Board of Trustees Meetings for approval. Selection of Directors is by a vote of the Trustees. The policy is to recruit people to be Trustees with knowledge, skills and experience relevant to the aims and objectives of the charity. Documents detailing the legal structure, organisation, finances and management of the company, which are regularly reviewed, are provided to all Board of Trustee members to facilitate effective governance of the charity. In addition, they are provided with training support and practical experience of the day to day running of the charity.

The Board of Trustees meets on a regular basis to manage the affairs of the charity and formulate policy. The Chief Executive manages the day to day running of the charity assisted by full time and part time employees.

No Trustee receives any payment for carrying out their duties and none of the trustees has any beneficial interest in the company.

Risk Management

A Finance, Audit and Risk Committee, which includes representation from the Board of Trustees, meets regularly to assess financial planning matters and review measures to control risk. A comprehensive risk register is completed annually and reviewed at least quarterly during the year.

External risks, which primarily concern funding, are continually addressed by closely managing the quality and cost effectiveness of all our contracts, identifying areas for new grant applications and ensuring adequate cash reserves are constantly maintained.

An on-going review of key operational and financial processes and procedures combine to mitigate against any potential internal control weaknesses.

Mission and Vision Statement

Our Mission is to provide high quality and coordinated services to all participants which is responsive, flexible and sensitive to their changing needs, enabling them to play an active part in their local community.

Our Vision is to give people with Learning Disabilities and/or Autism choice and control over their lives.

Objectives of the Charity

The charity's objectives are to enable people with learning disabilities to advance their personal development and lead a full life within the community.

The aims and policies adopted in furtherance of these objectives are: -

- Develop a range of services to meet the needs of our participants
- Give control and choice back to our participants
- Enable participants to become integrated into their own communities
- Ensure our services are culturally appropriate to meet the needs of diverse groups
- Provide a variety of meaningful voluntary and work place opportunities
- Promote learning disabilities and/or autism employment benefits to local businesses and organisations

- Evidence the impact on individuals and communities
- Develop and build productive relationships to enhance the delivery of services
- Work alongside commissioners, other agencies and stakeholders to develop future delivery models
- Raise the profile of Options for Life amongst all stakeholders
- Build upon the parent/carer forum
- Develop the organisation's outcome focused approach
- Invest in research projects for growth and development to "Build Back Better"
- Increase the organisation's financial wellbeing
- Grow and diversify funding opportunities
- Celebrate ALL successes
- Value all staff and volunteers and prioritise their growth and wellbeing
- Ensure all staff and volunteers have the right training, values and support

Review of Activities and the Impact of the Coronavirus

The charity operates from a number of locations across Sandwell, providing support and opportunities for people with learning disabilities and/or autism. On Monday 23rd March 2020 Sandwell Council announced that all day centres were to close and subsequently all support activities had to be revised. This had a huge detrimental impact not only for Options for Life but also to our participants.

Outreach began on the 2nd July 2020 and numbers have grown significantly. However, buildings remained closed for participants until 21 June 2021. We subsequently brought back participants where outreach was not suitable. This included participants at Acorn Lodge. With the increase in hours of support, it was crucial to employ additional support workers, where this has been challenging not only recruitment for the organisation but across the sector. This proved successful, however with the additions of local/national lockdowns and ongoing covid restrictions, we have not been in the position to bring all existing participants back as quickly as we would have liked. This impacted on the hours of support which have fluctuated especially with the Omicron variant surfacing late in 2021. This also had a huge impact on staffing for the first quarter of 2022. However it has steadily grown, hours have increased for building based support from 301 hours in June 2021 rising to 1636 hours by March 2022. Outreach has grown from 1555 hours per month in April 2021 – to 2670 in March 2022.

We have placed 5 new participants and will start the new financial year with 16 live referrals in the pipeline/waiting list.

Achievements made in the year included:

- Sign off of the New Strategic Plan
- Sign off of the new 16 month Business Development Plan
- CQC registration for domiciliary support successfully gained.
- Successful 3rd year accreditation with Investors in People.
- Building re-opened on 21st June 2021 for building based participants
- Internal governance review by NCVO - National Council for Voluntary Organisations
- Successful grant funded activities
- Started 2 Kickstart apprentices.
- Introduction of Plan Day which supports staff rotas and scheduling for all staff
- Increased number of participants returning

Public Benefit

In planning our activities, the Trustees and management team keep in mind the Charity Commission's guidance on public benefit. We welcome all participants regardless of personal background, circumstances, faith, gender or economic status and we believe this attitude of openness to all, enriches everyone through the sharing of skills, abilities and life experiences. Our objectives and funding limit the services we provide to adults with learning disabilities and/or autism. We are aware that adults with learning disabilities and/or autism have huge health inequalities in relation to the general public as a whole and even more so following the impact of Covid-19. We

have a strong focus on breaking down the barriers to access these in order to improve both the quality of life and life expectancy of our participants. The ages of the adults with learning disabilities and/or autism that we support has gradually increased as life expectancy has increased over the last ten years. This has presented new challenges as they have had to cope with an increase in age related health conditions. The impact of the work that Options for Life does, goes far beyond the individual participants that we support as their families are able to cope for far longer than they would otherwise be able on their own.

Review of financial position

The income of the charity for 2021/22 was £1,381,376 (2020/21: £1,653,167) and expenditure was £1,558,537 (2020/21: £1,359,885). This resulted in a net income deficit of £177,161 increasing to £181,073 if the restricted funds surplus of £3,912 is excluded (2020/21 net surplus £293,282). The charity's balance sheet reflects a decrease in funds due to the 2021/22 deficit.

The main commissioner of services to Options For Life is Sandwell Council (SMBC). For the first four months of 2021/22 SMBC continued a financial support package to Options For Life based on a level of service provision prior to the Covid 19 outbreak and resultant temporary centre closures. Since August 2021, SMBC stopped this arrangement and are now paying monthly support based on actual services provided. This has meant a fall in income and the start of an operational deficit position as our participant support adjusted to a new outreach service and also reduced number capacities at our buildings from what it had been prior to the pandemic.

The level of monthly income was beginning to recover and increase during the year but was then affected by the Omicron variant of the virus in winter 2021. This caused both staff and participant absences and reduced levels of service and income. Towards the end of 2021/22 the position began to improve again as staff recruitment rose and the number of sessions and participant support increased.

An issue arose after the end of 2021/22 relating to our pension scheme and staff Xmas savings account and payment of staff on national minimum wage rates. This resulted in a late provision of £58,078 in our accounts for this cost up to 31/3/22. There is additional information to this in note 6 of the financial statements.

Reserves policy

It is the policy of the charity to establish designated reserve funds to manage any potential financial risks to the viability of the organization. The level of reserves links to our financial assessment of risks that the organization faces over the medium term 2-3 year period. In the light of the Covid-19 virus outbreak the charity faced unprecedented financial uncertainty and the level of designated reserve for 2020/21 reflected this and increased to £712,000. The charity considered both potential contract re-evaluations, reduced short-term numbers from non-returning participants and alternative service provisions as well as rising costs particularly from estimated increases to the National Living Wage over coming years.

The basis of the reserves has been reviewed for this statement. The biggest financial threat to the organization is rising staff and operational costs whilst income charges are unlikely to rise at a similar level. The service is adjusting to a new service delivery model with movement from traditional building based services to community outreach provision for many of our participants. The financial position is expected to remain difficult for at least the next two financial years and the reserve will include an estimated sum to cover operational deficits. There are also sums set aside for potential future virus outbreaks, National Living Wage future increases and potential creation of a new domiciliary service for the charity. As a result of these risks it is now considered prudent to set aside £773,000 within our designated reserves for the period from 22/23 onwards.

The Senior Leadership Team and our trustees will continue to monitor closely our risks and financial performance during 2022/23.

Future Developments

With the introduction of the Strategic Plan and Business Development plan following the review on all services offered post covid, the focus will be:

Build Independence & Social Inclusion - we want our participants to experience a strong boost of self-esteem, positivity and independence through life skills and social inclusion. To achieve this we are going to focus on developing a range of services to meet the needs of our participants by giving control and choice back. Enabling our participants to become integrated into their own communities and ensure our services are culturally appropriate to meet the needs of diverse groups.

Skills for Life Pathways - we want to inspire and encourage our participants to achieve their goals by providing skills and opportunities to maximise their potential. We will tackle the impact of social isolation and loneliness for people with learning disabilities, by enabling independence through work experience, paid employment and volunteering. We recognise the impact that self-directed support can offer people with learning disabilities and/or autism to have greater choice and control in their lives. We want to support our participants to develop new skills and hold on to existing skills, whether this is supporting them in their own home or accessing community sessions.

Strengthen Partnerships - we will build strong relationships based on trust, common values and mutual respect. We will achieve this by continuing to develop and build productive relationships to enhance the delivery of services and work alongside commissioners, other agencies and stakeholders to develop future delivery models. Through marketing we will raise the profile of Options for Life amongst all stakeholders and build upon the parent/carer forum.

Be Fit for Future - we will continuously improve and expand our services to benefit our participants and ensure a sustainable future for the organisation. Moving towards becoming outcome focused. Investing in research projects for growth and development to "Build back Better" which will increase the organisation's financial wellbeing by growing and diversify funding opportunities.

Employees and Remuneration

The charity operates policies based on a range of issues including those to ensure that no discrimination is made against any employee or participant based on their disabilities, age, gender or ethnicity.

There was no general pay award for staff in 2021/22 but the majority of staff received a pay rise from their salary grade being linked to the National Living Wage which rose by 2.2%.

Withdrawal of the United Kingdom from the European Union

The Trustees have considered the effect of the withdrawal of the United Kingdom from the European Union and to date it has not had any material impact on the business of the charity.

Directors / Trustees

The Directors, who served during the period, are shown below and all are trustees.

Alan Daffern
Deborah White
Nick Kirby (resigned 6 December 2021)
Harriet Moat
Alma Aganovic
Rebekah Roebuck (resigned 18 October 2021)
Rosina Singleton (appointed 18 October 2021)

Indemnity provision for Directors

Indemnity insurance has been taken out for all Directors and Trustees for any potential claim risk to value of £2 Million (2021 £2,000,000).

Responsibilities of Directors / Trustees

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

UK company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed; and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice (FRS102), "Accounting and Reporting by Charities" (effective October 2019).

In accordance with company law, as the company directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware: and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

Mazars LLP acted as auditor of the company throughout the year and will continue in office in accordance with the Companies Act 2006 section 487(2).

In preparing this report, the Directors have taken advantage of the small companies exemption provided by section 415A of the Companies Act 2006.

Approved by the Finance, Audit & Risk Committee on 20 March 2023 and signed on the Board's behalf by

Rosina Singleton
Treasurer of the Board of Trustees

Nicola Thomson
Chief Executive Officer

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF OPTIONS FOR LIFE

We have audited the financial statements of Options for Life (the 'charity') for the year ended 31 March 2022 which comprise Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2022 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for Opinion
We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the 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 trustees are responsible for the other information. The other information comprises the information included in the Directors and Trustees Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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 Directors' and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' and Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' and Trustee's Report

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

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specific by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the Directors' were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Directors' and Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the 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 charity 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 the financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. Based on our understanding of the Group and its activities, we identified that the principal risks of non-compliance with laws and regulations related to the anti-bribery, corruption and fraud, money laundering, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements, such as the Charities Act 2011.

We evaluated the trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting manual journal entries to manipulate financial performance, management bias through judgements and assumptions in significant accounting estimates, in particular in relation to fund accounting, and significant one-off or unusual transactions.

Our audit procedures were designed to respond to those identified risks, including non-compliance with laws and regulations (irregularities) and fraud that are material to the financial statements. Our audit procedures included but were not limited to:

- Discussing with the trustees and management their policies and procedures regarding compliance with laws and regulations;

- Communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- Considering the risk of acts by the charity which were contrary to applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- Making enquiries of the trustees and management on whether they had knowledge of any actual, suspected or alleged fraud;
- Gaining an understanding of the internal controls established to mitigate risks related to fraud;
- Discussing amongst the engagement team the risks of fraud; and
- Addressing the risks of fraud through management override of controls by performing journal entry testing.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of the audit report

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and regulations made or having effect thereunder. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK). Those standards require us to comply with the Financial Reporting Council's Ethical Standard. 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity' trustees as a body for our audit work, for this report, or for the opinions we have formed.

David Hoose (Senior Statutory Auditor)
for and on behalf of Mazars LLP
Chartered Accountants and Statutory Auditor
First Floor
Two Chamberlain Square
Birmingham
B3 3AX

13 MARCH 2023

OPTIONS FOR LIFE

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)
For the year ended 31 March 2022

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	Total funds 2022 £	Total funds 2021 £
Income from:						
Donations & legacies		-	-	**843**	**843**	5,189
Charitable activities	2	**43,263**	-	**1,328,772**	**1,372,035**	1,633,055
Other trading activities	2	-	-	**5,426**	**5,426**	10,500
Investments		-	-	**3,072**	**3,072**	4,423
		43,263	**0**	**1,338,113**	**1,381,376**	1,653,167
Expenditure on:						
Charitable activities	3	**39,351**	-	**1,519,186**	**1,558,537**	1,359,885
		39,351	**0**	**1,519,186**	**1,558,537**	1,359,885
Net income / (expenditure)		**3,912**	**0**	**(181,073)**	**(177,161)**	293,282
Transfer between funds	12	-	**61,000**	**(61,000)**	-	-
Net movement in funds		**3,912**	**61,000**	**(242,073)**	**(177,161)**	293,282
Reconciliation of funds:						
Total funds brought forward		**31,476**	**712,000**	**1,719,260**	**2,462,736**	2,169,454
Total funds carried forward		**35,388**	**773,000**	**1,477,187**	**2,285,575**	2,462,736

The notes on pages 12 to 23 form part of these financial statements.

There were no recognised gains or losses other than those in the Statement of Financial Activities.

All surpluses are a result of continuing activities as one-off activities are structured so as to produce no surplus or deficit.

OPTIONS FOR LIFE

BALANCE SHEET
As at 31 March 2022

Company No. 3341420

	Notes	2022		2021 (Restated)	
		£	£	£	£
Fixed assets					
Tangible assets	7		**1,229,544**		1,265,441
Current assets					
Debtors	8	**145,777**		32,687	
Investments	9	**135,002**		160,000	
Cash at bank and in hand	10	**882,051**		1,054,446	
		1,162,830		1,247,133	
Liabilities					
Creditors: Amounts falling due in less than one year	11	**(106,799)**		(49,838)	
Net current assets			**1,056,031**		1,197,295
Total assets			**2,285,575**		2,462,736
The Funds of the charity					
Restricted funds	12		**35,388**		31,476
Unrestricted funds					
Designated funds	12		**773,000**		712,000
Unrestricted funds	12		**1,477,187**		1,719,260
			2,285,575		2,462,736

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on 20 March 2023
and signed on their behalf by:

Rosina Singleton
Treasurer of the Board of Trustees.

Nicola Thomson
Chief Executive Officer.

The notes on pages 12 to 23 form part of these financial statements.

OPTIONS FOR LIFE

CASH FLOW STATEMENT
As at 31 March 2022

Company No. 3341420

	2022	2021 (restated)
	£	£
Cash flows from operating activities:		
Net cash used in operating activities	**(185,785)**	449,203
Cash flows from investing activities:		
Dividends, interest and rent from investments	**3,072**	4,424
Proceeds from the sale of investments	**160,000**	427,627
Purchase of investments	**(135,002)**	(160,000)
Purchase of property, plant and equipment	**(14,680)**	(28,024)
Net cash provided by investing activities	**13,390**	244,027
Reconciliation of net cash flow to movement in funds		
Change in cash and cash equivalents in the year	**(172,395)**	693,230
Cash and cash equivalents at 1 April	**1,054,446**	361,216
Cash and cash equivalents at 31 March	**882,051**	1,054,446
Reconciliation of next movement in funds to net cash outflow from operating activities		
Net movement in funds for the year ended 31 March 2022	**(177,161)**	293,282
Adjustments for:		
Depreciation	**50,577**	47,077
Dividends, interest and rent from investments	**(3,072)**	(4,424)
Decrease/(Increase) in debtors	**(113,090)**	142,881
Increase in other creditors	**56,961**	(29,613)
Net cash used in operating activities	**(185,785)**	449,203
Analysis of cash and cash equivalents		
Notice deposits (up to 3 months)	**425,505**	382,621
Cash in hand	**456,546**	671,825
Cash and cash equivalents	**882,051**	1,054,446

1 **Accounting policies**

Options for Life in incorporated as a company limited by guarantee, registered in England and Wales (No. 3341420)

Basis of Accounting

The financial statements are prepared under the historical cost convention, in accordance with Accounting and Reporting by Charities; the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Income

Income is predominantly grants, charitable service contracts and income from social business activities and is recognised in the Statement of Financial Activities when received or on completion of the delivery of the specified terms of the Service Level Agreement.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised where there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and includes both the direct and support costs relating to these activities.

Support costs consist of central administration and property costs. They would normally be allocated equitably between activities but due to covid 19 closures these costs are simply disclosed in Note 4.

Governance

Governance costs of the charity include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charitable company. Details on governance costs are shown in Note 4.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the objectives of the Charity unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes or to meet potential financial risks or pressures that the charity may face.

Restricted funds are subject to specific terms and conditions by donors as to how they may be used.

Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Judgments in applying accounting policies and key sources of estimation uncertainty

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The trustees confirm there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

1. **Accounting policies (continued)**

Value Added Tax

VAT has been treated as irrecoverable by the Charity, due to the scale and type of activities being regarded as exempt. To ensure the charity compiles with HMRC's regulatory requirements both the sources of income and the aggregate amounts that could constitute vatable supplies, are frequently reviewed.

Tangible fixed assets and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Since April 2019 individual items costing less than £5,000 are written off in the Statement of the Financial Activities.

Depreciation is provided at rates calculated to write off the cost less estimated residual value, over their expected useful lives.

Office equipment	- 25% on a straight line basis
Motor vehicles	- 25% on a straight line basis
Building – Leasehold	- 10% on a straight line basis
Building – Freehold	- 2% on a straight line basis

Freehold land is not depreciated

Pension costs

The charity fulfilled its legal obligation in adopting the Governments Workplace Pension Scheme Auto-Enrolment in October 2014 integrating this with the defined contributions pension scheme that was already part of the remuneration policy. Those employees who have opted for the minimum contribution of 5% of pensionable salary under auto-enrolment rules enjoy an employer's contribution of 4%, this increases to 5% after 10 years service.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity has committed to terminate the employment of an employee or to provide termination benefits.

Going concern

At the time of preparing the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operational existence for the foreseeable future. There are no other material uncertainties that may cast a significant doubt about the Charity's ability to continue as a going concern. Therefore, the accounts have continued to be prepared on the going concern basis of accounting.;

There will be significant future challenges to be faced by the Charity. It is clear that the Charity won't go back to operating its services as they did before the outbreak but there is now in place a revised staff and business model looking to deliver new and flexible ways of service delivery.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Operating leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual amounts over the period of the lease.

Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

2 Income

Restricted income	2022 £	2021 £
Charitable activities		
Mencap	**13,426**	-
Kickstart	**14,649**	-
Screwfix Foundation	**4,680**	-
The Roger & Douglas Charitable Trust	**3,000**	-
Sandwell MBC – Community Infrastructure Levy	**508**	-
Will Charitable Trust	**7,000**	-
Baily Thomas Charitable Fund	-	10,000
Skipton Building Society Charitable Foundation	-	1,983
Sandwell MBC re notional ground rent	-	4,200
Total restricted income from charitable activities	**43,263**	16,183

Unrestricted income		
Charitable activities		
Adult social care – Sandwell MBC	**960,716**	1,104,944
Coronavirus Job Retention Scheme grant - HMRC	-	336,054
Additional Restrictions Support Grant - SMBC	-	98,500
Direct payments	**219,147**	68,138
NHS Sandwell & West Birmingham CCG	**109,639**	-
One to One Support – Sandwell MBC	**8,990**	8,356
Government Grant - reclaimed Statutory Sick Pay	**2,113**	-
SMBC - Infection Control Grant	**14,833**	-
SMBC - Omicron Hospitality Grant	**13,334**	-
Social business income	-	(20)
Neighbourly Community Fund	-	400
W.E.D Charitable Trust	-	500
Total unrestricted income from charitable activities	**1,328,772**	1,616,872
Total income from charitable activities	**1,372,035**	1,633,055
Other trading activities income		
Activities, fund raising and sales of work	**4,619**	-
Insurance settlement	-	9,800
Room hire charges	**807**	-
Surplus on disposal of assets	-	700
	5,426	10,500

3 Expenditure	2022	2021
	£	£
Charitable Service Operational Costs		
Direct staffing costs	**880,827**	837,002
Severance costs	**19,044**	26,690
Indirect staff related costs	**31,536**	19,868
Premises, repairs and running costs	**38,636**	35,588
Cleaning, personal protective equipment and waste disposal	**10,357**	14,651
Vehicle and transport costs	**40,815**	39,436
Activities and materials	**38,859**	4,607
IT and office costs	**15,370**	8,530
Depreciation costs	**38,391**	41,649
Total charitable operational costs	**1,113,835**	1,028,021
Management and Support Costs	**377,600**	312,806
Governance costs	**27,751**	19,058
Total charitable expenditure	**1,519,186**	1,359,885

4 Expenditure – Charitable activities

	2022	2021
	£	£
Management support costs		
Salaries	**264,410**	227,141
Staff recruitment, training, travel, other	**7,430**	8,010
Office costs	**60,213**	45,537
External professional support	**16,259**	9,452
Miscellaneous	**0**	2,375
Equipment depreciation	**5,590**	5,428
Vehicle costs	**3,473**	2,449
Premises related costs	**20,225**	12,414
	377,600	312,806

Governance costs

	2022	2021
	£	£
Audit	**9,264**	9,743
Other insurance costs	**6,716**	5,795
Bank charges	**1,974**	1,268
Professional & consultancy fees	**9,450**	2,160
Miscellaneous	**347**	92
	27,751	19,058

5 Net movement in funds for the year

	2022	2021
	£	£
The net movement in funds for the year is stated after charging:		
Depreciation of tangible assets	**50,577**	47,077
Operating lease expenditure	**33,881**	33,568
Audit	**9,264**	9,743

6 Staff costs

	2022	2021
	£	£
Wages & salaries	**1,046,897**	981,968
Social security costs	**62,840**	49,855
Pension costs	**31,521**	32,320
	1,141,258	1,064,143

	Number	Number
The average monthly number of staff employed by the charity during the year was as follows:		
Administrative	**10**	8
Project based	**49**	60
	59	68

Employer benefits to Senior Management Team Members

During the year to 31 March 2022 payments to key members of the management team in the form of salary and pensions amounted to £151,339. This compares with £127,296 for the prior year.

There was one employee whose annual emoluments were £60,000 or more.

Termination Payments

In 2021/2022 there were total termination payments of £19,044 relating to settlement and notice period payments for two former employees. In 2020/21 there were termination payments of £28,999.

Back-Payments to Staff relating to the National Minimum Wage

All staff had been entitled to join the salary sacrifice pension and the staff Xmas savings schemes. After the end of 2021/22 it was realised that for those staff paid at National Minimum Wage levels and contributing towards the above two schemes, then their gross pay would be seen by HMRC as below the minimum wage levels. The Charity will correct this situation and will repay back relevant sums to both current and former staff in 2022/23. The liability up to 31 March 2022 has been calculated at £58,078 including any employer national insurance and pension costs. It will be repaid back to both current and former staff affected.

Payments to Directors/Trustees

In 2021/22 no remuneration was paid to any trustees.

There were no expense reimbursements paid to trustees in performing their duties in 2021/22. There had been trustee expense reimbursements of £92 in 2020/21.

7 Tangible fixed assets for use by the charity

	Freehold properties	Leasehold Improvements	Office equipment / fixtures & fittings	Vehicles	Total
	£	£	£	£	£
Cost					
As at 1 April 2021	1,585,963	19,492	187,164	30,150	**1,822,769**
Additions	-	14,680	-	-	**14,680**
As at 31 March 2022	1,585,963	34,172	187,164	30,150	**1,837,449**
Depreciation					
As at 1 April 2021	386,216	6,034	134,928	30,150	**557,328**
Charge for the year	27,521	3,172	19,884	-	**50,577**
As at 31 March 2022	413,737	9,206	154,812	30,150	**607,905**
Net Book Value					
As at 31 March 2022	1,172,226	24,966	32,352	-	**1,229,544**
As at 31 March 2021	1,199,747	13,458	52,236	-	1,265,441

Land at cost carried forward £210,000 is not depreciated (2021 - £210,000)

8 Debtors

	2022	2021
	£	£
Trade debtors	**55,153**	11,273
Prepayments & sundry debtors	**90,624**	21,414
	145,777	32,687

9 Investments

	2022	2021 (restated)
	£	£
Market value brought forward	**160,000**	427,627
Additions to investments at cost	**135,002**	160,000
Disposals at carrying value	**(160,000)**	(427,627)
Market value as at 31 March	**135,002**	160,000
Comprised:		
Investments at fair value comprised		
Cash on deposit	**135,002**	160,000

Prior Year Adjustment

The comparative figures in the primary statement and notes have been restated to reflect the prior period error. The charity identified £160,000 of cash on deposit with a maturity over 3 months, resulting in its reclassification from cash at bank and in hand to investments. This adjustment has no impact on the reported result for either period or the charity's net asset position at either balance sheet date.

10 Bank and cash

	2022	2021 (restated)
	£	£
Bank accounts	877,145	1,051,884
Petty cash	4,906	2,562
	882,051	1,054,446

11 Creditors: Amounts falling due in less than one year

	2022	2021
	£	£
Trade creditors	**6,508**	6,474
Accrued expenses	**72,210**	23,677
Tax and social security	**17,846**	11,038
Pensions	**6,890**	5,364
Other creditors	**3,345**	3,285
	106,799	49,838

12 FUNDS

Restricted Funds	1 April 2021 £	Income £	Expenditure £	31 March 2022 £
Mencap	-	13,426	(13,426)	-
Kickstart Grant	-	14,649	(14,649)	-
Screwfix Foundation	-	4,680	(4,680)	-
Roger & Douglas Turner Charitable Trust	-	3,000	-	**3,000**
Will Charitable Trust	-	7,000	-	**7,000**
Sandwell Council	-	508	-	**508**
Clothworkers Foundation	14,797	-	(5,062)	**9,735**
Richardson Brothers	3,000	-	-	**3,000**
Turner Trust	692	-	(346)	**346**
Edward Gostling Foundation	2,987	-	(355)	**2,632**
Baily Thomas Charitable Fund	10,000	-	(833)	**9,167**
Total restricted funds	31,476	43,263	(39,351)	**35,388**

Further information on all funds held during 2021/22:

Mencap	Funding towards Lets Go Digital and Lets Get Active projects. The purchase of computer tablets and other IT digital equipment as well as introduction of interactive fitness sessions.
Kickstart Grant	Grant towards the 6 month employment of two young people.
Screwfix Foundation	Grant towards the renovation of the kitchen at Oak Green Lodge.
The Roger and Douglas Turner Charitable Trust	To develop further the Lets Go Digital project.
Sandwell Council – Community Infrastructure Levy Fund	To assist in purchasing of computer tablets for participants.
Will Charitable Trust	To purchases additional musical equipment for sessions.
Clothworkers Foundation and Richardson Brothers	To purchase music and sensory equipment at Acorn Lodge.
Turner Trust	Used to purchase musical instruments.
Edward Gosling Foundation	Used for wet room improvements at the Ashes centre.
Baily Thomas Charitable Fund	Supported living flat renovation at Ashes centre.

12 Unrestricted funds

	2022 £	2021 £
Unrestricted capital funds brought forward	**1,719,260**	1,461,224
Movement for the year	**(181,073)**	285,036
Transfer to/from Designated Funds	**(61,000)**	(27,000)
Unrestricted funds carried forward	**1,477,187**	1,719,260

12 Designated funds

	2022	2021
	£	£
Designated funds brought forward	**712,000**	685,000
Movement in the year	**61,000**	27,000
Total designated funds carried forward	**773,000**	712,000
Total unrestricted funds	**2,250,187**	2,431,260

13 Analysis of net assets between funds

	Tangible fixed assets	Other net assets/ liabilities	Total
	£	£	£
Restricted	-	35,388	**35,388**
Unrestricted funds			
Designated funds	-	773,000	**773,000**
Unrestricted funds	1,229,545	247,642	**1,477,187**
	1,229,545	1,056,030	**2,285,575**

14 Commitments under operating leases

At 31 March 2022 the Company had commitments under non-cancellable leases in respect of minibuses and photocopiers:

	2022	2021
	£	£
Within one year	**32,178**	31,678
Within two to five years	**16,801**	39,665
	48,979	71,343

15 Related party transactions

There were two transactions involving payments to a business whose director is a partner of a senior charity employee. These payments in total in 2021/22 were £1,369 paid to Bronze Bull Creative in connection to website re-design costs.

16 Post balance sheet events

There are no other events that occurred after 31 March 2022 that are likely to significantly change what is presented in the financial statements or have an impact upon the status of the organisation as a going concern.

17 Pension Commitments

The Charity operates a defined contribution scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions payable by the Charity to the fund and amounted to £31,521 (2021 £32,320). At 31 March 2022 contributions amounting to £6,890 (2021: £5,364) were payable to the fund and are included in creditors.

18 Statement of financial activities 2021

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	**Total funds 2021 £**
Income from:					
Donations & legacies		-	-	5,189	**5,189**
Charitable activities	2	16,183	-	1,616,872	**1,633,055**
Other trading activities	2	-	-	10,500	**10,500**
Investments		-	-	4,423	**4,423**
		16,183	0	1,636,984	**1,653,167**
Expenditure on:					
Charitable activities	3	7,937	-	1,351,948	**1,359,885**
Net (expenditure) / income		8,246		285,036	**293,282**
Transfer between funds	11	-	27,000	(27,000)	-
Net movement in funds		8,246	27,000	258,036	**293,282**
Reconciliation of funds:					
Total funds brought forward		23,230	685,000	1,461,224	**2,169,454**
Total funds carried forward		31,476	712,000	1,719,260	**2,462,736**

OPTIONS FOR LIFE

England & Wales - Charity number 1064848

Accounts

Company number 3341420
Charity number 1064848

OPTIONS FOR LIFE

(A Company limited by Guarantee)

Financial Statements

Year ended 31 March 2021

OPTIONS FOR LIFE

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OPTIONS FOR LIFE

CHARITY INFORMATION

Directors

Alan Daffern
Harriet Moat
Deborah White
Nicholas Kirby
Alma Aganovic
Rebekah Roebuck

Charity Number

1064848

Company Number

3341420

Charity correspondence address

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Auditors

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Two Chamberlain Square
Birmingham
B3 3AX

Bankers

Lloyds Bank plc
125 High Street
Birmingham
B17 9NP

Chief Executive Officer

Nicola Thomson

The Directors present their report and financial statements for the year ended 31 March 2021.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 27 March 1997 and registered as a charity on 13 October 1997. 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. In the event of the company being wound up the members are required to contribute an amount not exceeding £1.

Directors and Trustees

The Board of Trustees is the governing body of the charity. The Board of Directors is the governing body of the company. Selection of Trustees is by application to the Board of Trustees and is managed by the Chair and brought to Board of Trustees Meetings for approval. Selection of Directors is by a vote of the Trustees. The policy is to recruit people to be Trustees with knowledge, skills and experience relevant to the aims and objectives of the charity. Documents detailing the legal structure, organisation, finances and management of the company, which are regularly reviewed, are provided to all Board of Trustee members to facilitate effective governance of the charity. In addition, they are provided with training support and practical experience of the day to day running of the charity.

The Board of Trustees meets on a regular basis to manage the affairs of the charity and formulate policy. The Chief Executive manages the day to day running of the charity assisted by full time and part time employees.

No Trustee receives any payment for carrying out their duties and none of the trustees has any beneficial interest in the company.

Risk Management

A finance committee, which includes representation from the Board of Trustees, meets regularly to assess financial planning matters and review measures to control risk. A comprehensive risk register is carried out annually and reviewed bi-annually.

External risks, which primarily concern funding, are continually addressed by closely managing the quality and cost effectiveness of all our contracts, identifying areas for new grant applications and ensuring adequate cash reserves are constantly maintained.

An on-going review of key operational and financial processes and procedures combine to mitigate against any potential internal control weaknesses.

Mission and Vision Statement

"We help people with learning disabilities and/or autism to fulfil their potential and live a full and happy life within their community"

Objectives of the Charity

The charity's objectives are to enable people with learning disabilities to advance their personal development and lead a full life within the community.

The aims and policies adopted in furtherance of these objectives are: -

- To work in partnership with, and complementary to, other service providers.
- To promote equality of leisure, social, work and recreational opportunities within the community for people with a learning disability and/or autism.
- To increase public awareness of the positive contribution that people with a learning disability can make.
- To recognise different abilities and needs and aim to respond to these on an individual basis.
- To treat staff, volunteers and people with learning disabilities and/or autism with equal value.

These were changed and adopted by special resolution on 20 February 2017 and are now as follows: -

The Charity's Objects are for the public benefit:

- The enablement of people with learning disabilities and/or autism to and advance their personal development and to integrate into and lead a full life within the community.
- The advancement of public awareness of the needs of the contribution made by people with learning disabilities and/or autism.
- The development and dissemination of good practice in relation to the support and personal development of people with learning disabilities and/or autism.

Review of Activities and the Impact of the Covid 19 outbreak

The charity normally operates from a number of locations across Sandwell, providing support and opportunities for people with learning disabilities and/or autism. On Monday 23rd March 2020 Sandwell Council announced that all day centres were to close and subsequently all support activities had to stop. This had a huge detrimental impact not only for Options for Life but also to our participants.

All support staff were placed on furlough leaving 9 head office staff working from home. During that time the priority was to adapt our service to be in a position to offer support to our most vulnerable participants. On July 2nd 2020, we began offering an Outreach service. This service was offering our participants the opportunity to have one to one support out in the community from 1 to 6 hours per day, 5 days per week (depending on contracts). This proved successful, however with the additions of local/national lockdowns some families/carers didn't feel confident sending their loved ones out for support. This impacted on the hours of support which fluctuated from July 2020 – March 2021. However it has steadily grown, in July 2020 we were providing support to 42 participants (890 hours per month) compared to 71 participants having 2,260 hours of support in March 2021.

In the early days of the new outreach support the knock on effect from this was not enough hours of work for all support staff. In November 2020 we unfortunately took the decision to announce that all support worker jobs were at risk of redundancy. In total we had 5 resignations, 7 voluntary redundancies and 6 compulsory redundancies while 5 full time support workers requested to drop one day a week. This was a total full time equivalent reduction of 19 support workers.

The charity had operated a social business, Oak Green Services, which provided DIY and gardening services to the local community. The supervisor handed their notice in 2 weeks prior to the covid outbreak and due to the initial lockdown a decision was made to not re-employ and continue with this venture. Oak Green Services ceased in April 2020.

Achievements made in the year included:

- Sign off of the new Business Development Plan.
- Submission of CQC registration for domiciliary support.
- Successful 2nd year accreditation with Investors in People.
- Grant funded new "Sensory Garden" at Acorn Lodge including a wheelchair swing and percussion instruments.
- General maintenance improvements and re-decoration across all our building hubs.
- Successfully moved forward offering Outreach support.
- Registered with Kickstart for 2 new apprentices.
- New IT hardware installed across the organisation to include Windows 10.

Public Benefit

In planning our activities, the Trustees and management team keep in mind the Charity Commission's guidance on public benefit. We welcome all clients regardless of personal background, faith, gender or personal circumstances and we believe this philosophy of openness to all enriches everyone through the sharing of skills aptitudes and life experiences of our client group. Our objectives and funding limit the services we provide mostly to adults with learning disabilities and/or autism. We are aware that adults with learning disabilities and/or autism have relatively poor access to health services in relation to the public as a whole and we have a strong focus on breaking down the barriers to access these in order to improve both the quality of life and life expectancy of our participants. The ages of the adults with learning disabilities and/or autism that we support has gradually increased as life expectancy has increased over the last ten years. This has presented new challenges as they have had to cope with an increase in age related health conditions. The impact of the work that Options for Life does, goes far beyond the individual

participants that we support as their families are able to cope for far longer than they would otherwise be able on their own.

Review of financial position

The income of the charity for 2020/21 was £1,653,167 (2019/20: £2,195,728) and expenditure was £1,359,885 (2019/20: £2,109,400). This resulted in a net income surplus of £293,282 reducing to £285,036 if the restricted funds surplus of £8,246 is excluded (2019/20 net surplus £86,328). The charity's balance sheet reflects an increase in funds due to the 2020/21 surplus.

There was considerable uncertainty at the start of the financial year as funding arrangements with our main commissioners during closure were being discussed. In the meantime Options For Life started to claim monthly Job Retention Scheme grant from April 2020 for our furlough staff. We continued to claim this grant up to the end of October 2020.

By October Sandwell Council (SMBC) had confirmed their financial support package, continuing to make payments based on our level of provision prior to the Covid 19 outbreak and closure. This welcome financial support provided stability. The continued SMBC support and government grant assistance has offset our reduced operational costs during 20/21 and is the main reason for the final surplus for 2020/21.

Reserves policy

It is the policy of the charity to establish designated reserve funds to manage any potential financial risks to the viability of the organization. The level of reserves links to our financial assessment of risks that the organization faces over the medium term 2-3 year period. In the light of the Covid-19 virus outbreak the charity faced unprecedented financial uncertainty and in 2019/20 the level of designated reserves was significantly increased to £685,000. This reflected increased potential operational deficits from reduced income as well as provisions for statutory obligations to staff if the organization was forced to close and potential additional on-going costs from the rising National Living Wage over coming years.

The basis of the reserves has been reviewed for this statement and our biggest financial threat is maintaining our level of income to cover all costs especially while doubts over re-opening dates of buildings and capacity levels, returning participant numbers and future contract terms are uncertain. We know there will be challenges presented from continuing financial austerity to local councils and local Clinical Commissioning Groups (CCG) from where much of our funding is derived. We have taken account of these factors and potential reduced income within our 2 year budget projections and considered other on-going risks such as the National Living Wage rises. As a result of these risks it is now considered prudent to set aside £712,000 within our designated reserves for the period from 20/21 onwards.

The Senior Leadership Team and our trustees will continue to monitor closely our risks and financial performance during 2021/22.

Future Developments

On 5th November 2020 at an EGM meeting with the trustees a new Business Development Plan proposal was agreed and took place with immediate effect. This considered a new business model and offer of our services in a post Covid world and included a restructure of services and staff.

This will modernise and redesign our offer with the aim of becoming the leading provider of services to people with learning disabilities and/or autism in Sandwell. We will have moved away from the notion of being a 'building based' service and focus on a fully community integrated, person-centered delivery service.

We want to ensure that we tackle the impact of social isolation and loneliness for people with learning disabilities, by enabling independence through work experience, paid employment and volunteering. We recognise the impact that self-directed support can offer people with learning disabilities and/or autism to have greater choice and control in their lives. We want to support our participants to develop new skills and hold on to existing skills, whether this is supporting them in their own home or accessing community sessions.

There is likely to be a move away from daily rates towards the introduction of hourly rates for 1:1 support (cost dependent on levels of support needed). Hours of services will be defined through parents/carers, participants and Social Workers/Local Authority and CCG. Any new support workers employed to meet demand are likely to join Options for Life on flexible working contracts, rather than Mon – Friday, 9 till 5. This will give us more flexibility to better meet the future needs of our participants.

Employees and Remuneration

The charity operates policies based on a range of issues including those to ensure that no discrimination is made against any employee or participant based on their disabilities, age, gender or ethnicity.

Due to financial uncertainty arising from Covid 19 outbreak it was agreed by the trustees that no pay award could be agreed for staff from 1 April 2020.

During 2020/21 all support worker and other staff on furlough have been paid at least 80% pay even whilst our buildings have been closed. Any worked hours and accrued leave has been paid at 100%.

Withdrawal of the United Kingdom from the European Union

The Trustees have considered the effect of the withdrawal of the United Kingdom from the European Union and to date it has not had any material impact on the business of the charity.

Directors / Trustees

The Directors, who served during the period, are shown below and all are trustees.

Alan Daffern
Deborah White
Nick Kirby
Harriet Moat
Alma Aganovic
Rebekah Roebuck (appointed 20 July 2020)

Indemnity provision for Directors

Indemnity insurance has been taken out for all Directors and Trustees for any potential claim risk to value of £2 million (2020 £2,000,000).

Responsibilities of Directors / Trustees

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

UK company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 of the financial statements and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of the Statement of Recommended Practice (FRS102), "Accounting and Reporting by Charities" (effective October 2019).

In accordance with company law, as the company directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditor is unaware: and

- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

Mazars LLP acted as auditor of the company throughout the year and will continue in office in accordance with the Companies Act 2006 section 487(2).

In preparing this report, the Directors have taken advantage of the small companies exemption provided by section 415A of the Companies Act 2006.

Approved by the board on 18 October 2021 **and signed on its behalf by**

Harriet Moat

Harriet Moat
Co Chair of the Board of Trustees

Nicola Thomson
Chief Executive Officer.

We have audited the financial statements of Options for Life (the 'charity') for the year ended 31 March 2021 which comprise Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the 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 trustees are responsible for the other information. The other information comprises the information included in the Directors and Trustees Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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 Directors' and Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' and Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' and Trustee's Report

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

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specific by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the Directors' were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Directors' and Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the 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 charity 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 the financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. Based on our understanding of the Group and its activities, we identified that the principal risks of non-compliance with laws and regulations related to the anti-bribery, corruption and fraud, money laundering, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements, such as the Charities Act 2011.

We evaluated the trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting manual journal entries to manipulate financial performance, management bias through judgements and assumptions in significant accounting estimates, in particular in relation to fund accounting, and significant one-off or unusual transactions.

Our audit procedures were designed to respond to those identified risks, including non-compliance with laws and regulations (irregularities) and fraud that are material to the financial statements. Our audit procedures included but were not limited to:

- Discussing with the trustees and management their policies and procedures regarding compliance with laws and regulations;
- Communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- Considering the risk of acts by the charity which were contrary to applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- Making enquiries of the trustees and management on whether they had knowledge of any actual, suspected or alleged fraud;
- Gaining an understanding of the internal controls established to mitigate risks related to fraud;
- Discussing amongst the engagement team the risks of fraud; and
- Addressing the risks of fraud through management override of controls by performing journal entry testing.

There are inherent limitations in the audit procedures described above and the primary responsibility for the prevention and detection of irregularities including fraud rests with management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of the audit report

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and regulations made or having effect thereunder. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK). Those standards require us to comply with the Financial Reporting Council's Ethical Standard. 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity' trustees as a body for our audit work, for this report, or for the opinions we have formed.

Vincent S. Marke

Vincent Marke (Senior Statutory Auditor)

for and on behalf of Mazars LLP
Chartered Accountants and Statutory Auditor
First Floor
Two Chamberlain Square
Birmingham
B3 3AX

17 December 2021

OPTIONS FOR LIFE

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account)
For the year ended 31 March 2021

	Notes	Restricted funds £	Designated funds £	Un-restricted funds £	Total funds 2021 £	Total funds 2020 £
Income from:						
Donations & legacies		-	-	**5,189**	**5,189**	2,590
Charitable activities	2	**16,183**		**1,616,872**	**1,633,055**	2,176,534
Other trading activities	2	-	-	**10,500**	**10,500**	12,185
Investments		-	-	**4,423**	**4,423**	4,419
		16,183	-	**1,636,984**	**1,653,167**	2,195,728
Expenditure on:						
Charitable activities	3	**7,937**	-	**1,351,948**	**1,359,885**	2,109,400
		7,937	-	**1,351,948**	**1,359,885**	2,109,400
Net income		**8,246**	-	**285,036**	**293,282**	86,328
Transfer between funds	11	-	**27,000**	**(27,000)**	-	-
Net movement in funds		**8,246**	**27,000**	**258,036**	**293,282**	86,328
Reconciliation of funds:						
Total funds brought forward		**23,230**	**685,000**	**1,461,224**	**2,169,454**	2,083,126
Total funds carried forward		**31,476**	**712,000**	**1,719,260**	**2,462,736**	2,169,454

The notes on pages 13 to 23 form part of these financial statements.

There were no recognised gains or losses other than those in the Statement of Financial Activities.

All surpluses are a result of continuing activities as one-off activities are structured so as to produce no surplus or deficit.

OPTIONS FOR LIFE

BALANCE SHEET
As at 31 March 2021

Company No. 3341420

	Notes		2021		2020
		£	£	£	£
Fixed assets					
Tangible assets	7		**1,265,441**		1,284,495
Investments	7		**-**		10
Current assets					
Debtors	8	**32,687**		175,568	
Cash at bank and in hand	9	**1,214,446**		788,833	
		1,247,133		964,401	
Liabilities					
Creditors: Amounts falling due in less than one year	10	**(49,838)**		(79,452)	
Net current assets			**1,197,295**		884,949
Total assets			**2,462,736**		2,169,454
The Funds of the charity					
Restricted funds	11		**31,476**		23,230
Unrestricted funds					
Designated funds	11		**712,000**		685,000
Unrestricted funds	11		**1,719,260**		1,461,224
			2,462,736		2,169,454

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved and authorised for issue by the Board on 18th October 2021 and signed on their behalf by:

Harriet Moat
Co Chair of the Board of Trustees.

Nicola Thomson
Chief Executive Officer.

The notes on pages 13 to 23 form part of these financial statements.

OPTIONS FOR LIFE

CASH FLOW STATEMENT
As at 31 March 2021

Company No. 3341420

	2021 £	2020 £
Cash flows from operating activities:		
Net cash used in operating activities	**449,203**	123,966
Cash flows from investing activities:		
Dividends, interest and rent from investments	**4,424**	4,419
Proceeds from the sale of investments	**10**	-
Purchase of property, plant and equipment	**(28,024)**	(28,944)
Net cash provided by investing activities	**(23,590)**	(24,525)
Reconciliation of net cash flow to movement in funds		
Change in cash and cash equivalents in the year	**425,613**	99,442
Cash and cash equivalents at 1 April	**788,833**	689,391
Cash and cash equivalents at 31 March	**1,214,446**	788,833
Reconciliation of next movement in funds to net cash outflow from operating activities		
Net movement in funds for the year ended 31 March 2021	**293,282**	86,328
Adjustments for:		
Depreciation	**47,077**	40,681
Dividends, interest and rent from investments	**(4,424)**	(4,419)
Decrease/(Increase) in debtors	**142,881**	7,726
Increase in other creditors	**(29,613)**	(6,349)
Net cash used in operating activities	**449,203**	123,967
Analysis of cash and cash equivalents		
Notice deposits (less than 3 months)	**636,740**	313,825
Notice deposits (more than 3 months)	**542,621**	427,616
Cash in hand	**35,085**	47,390
Cash and cash equivalents	**1,214,446**	788,833

The notes on pages 13 to 23 form part of these financial statements.

1 Accounting policies

Options for Life in incorporated as a company limited by guarantee, registered in England and Wales (No. 3341420)

Basis of Accounting

The financial statements are prepared under the historical cost convention, in accordance with Accounting and Reporting by Charities; the Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Income

Income is predominantly grants, charitable service contracts and income from social business activities and is recognised in the Statement of Financial Activities when received or on completion of the delivery of the specified terms of the Service Level Agreement.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised where there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to that category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and includes both the direct and support costs relating to these activities.

Support costs consist of central administration and property costs. They would normally be allocated equitably between activities but due to covid 19 closures these costs are simply disclosed in Note 4.

Governance

Governance costs of the charity include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charitable company. Details on governance costs are shown in Note 4.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the objectives of the Charity unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes or to meet potential financial risks or pressures that the charity may face.

Restricted funds are subject to specific terms and conditions by donors as to how they may be used.

Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Judgments in applying accounting policies and key sources of estimation uncertainty

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The trustees confirm there are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

1. **Accounting policies (continued)**

Value Added Tax

VAT has been treated as irrecoverable by the Charity, due to the scale and type of activities being regarded as exempt. To ensure the charity compiles with HMRC's regulatory requirements both the sources of income and the aggregate amounts that could constitute vatable supplies, are frequently reviewed.

Tangible fixed assets and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation. Since April 2019 individual items costing less than £5,000 are written off in the Statement of the Financial Activities.

Depreciation is provided at rates calculated to write off the cost less estimated residual value, over their expected useful lives.

Office equipment	- 25% on a straight line basis
Motor vehicles	- 25% on a straight line basis
Building – Leasehold	- 10% on a straight line basis
Building – Freehold	- 2% on a straight line basis

Freehold land is not depreciated

Pension costs

The charity fulfilled its legal obligation in adopting the Governments Workplace Pension Scheme Auto-Enrolment in October 2014 integrating this with the defined contributions pension scheme that was already part of the remuneration policy. Those employees who have opted for the minimum contribution of 5% of pensionable salary under auto-enrolment rules enjoy an employer's contribution of 4%, this increases to 5% after 10 years service.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity has committed to termina. the employment of an employee or to provide termination benefits.

Going concern

At the time of preparing the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue its operational existence for the foreseeable future. There are no other material uncertainties that may cast a significant doubt about the Charity's ability to continue as a going concern. Therefore, the accounts have continued to be prepared on the going concern basis of accounting.;

There will be significant future challenges to be faced by the Charity. It is clear that the Charity won't go back to operating its services as they did before the outbreak but there is now in place a revised staff and business model looking to deliver new and flexible ways of service delivery.

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Operating leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual amounts over the period of the lease.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2021

2 Income

	2021	2020
Restricted income	**£**	£
Charitable activities		
Baily Thomas Charitable Fund	**10,000**	-
Skipton Building Society Charitable Foundation	**1,983**	-
Sandwell MBC – Apprenticeship Scheme	**-**	**3,824**
Sandwell MBC re notional ground rent	**4,200**	**4,200**
Edward Gostling Trust	**-**	**3,550**
Sandwell MBC – Town Grants	**-**	**2,409**
Rowlands Trust	**-**	**1,000**
Groundwork UK	**-**	**1,000**
Clothworkers Foundation	**-**	**15,000**
Richardson Brothers Foundation	**-**	**3,000**
Alfred Haines Trust	**-**	**1,000**
Total restricted income from charitable activities	**16,183**	34,983
Unrestricted income		
Charitable activities		
Adult social care – Sandwell MBC	**1,104,944**	1,197,549
Coronavirus Job Retention Scheme grant - HMRC	**336,054**	-
Additional Restrictions Support Grant - SMBC	**98,500**	-
Direct payments	**68,138**	449,574
NHS Sandwell & West Birmingham CCG	**-**	427,554
Social business income	**(20)**	52,712
Neighbourly Community Fund	**400**	-
W.E.D Charitable Trust	**500**	-
One to One Support – Sandwell MBC	**8,356**	11,412
Communities in Sync – Better Care Fund	**-**	2,750
Total unrestricted income from charitable activities	**1,616,872**	2,141,551
Total income from charitable activities	**1,633,055**	2,176,534
Other trading activities income		
Activities, fund raising and sales of work	**-**	9,223
Insurance settlement	**9,800**	-
Room hire charges	**-**	2,412
Surplus on disposal of assets	**700**	550
	10,500	12,185

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2021

3	**Expenditure**	**2021**	2020
		£	£
	Charitable Service Operational Costs		
	Direct staffing costs	**837,002**	1,345,085
	Severance costs	**26,690**	11,591
	Indirect staff related costs	**19,868**	26,021
	Premises, repairs and running costs	**35,588**	75,680
	Cleaning, personal protective equipment and waste disposal	**14,651**	17,745
	Vehicle and transport costs	**39,436**	104,913
	Activities and materials	**4,607**	96,844
	IT and office costs	**8,530**	13,394
	Depreciation costs	**41,649**	28,762
	Oak Green Services materials	**-**	14,983
	Total charitable operational costs	**1,028,021**	1,735,018
	Management and Support Costs	**312,806**	355,098
	Governance costs	**19,058**	19,284
	Total charitable expenditure	**1,359,885**	2,109,400

4 Expenditure – Charitable activities

	2021 £	2020 £
Management support costs		
Salaries	**227,141**	254,960
Staff recruitment, training, travel, other	**8,010**	4,184
Office costs	**45,537**	61,881
External professional support	**9,452**	14,303
Miscellaneous	**2,375**	2,889
Equipment depreciation	**5,428**	3,965
Vehicle costs	**2,449**	-
Premises related costs	**12,414**	12,916
	312,806	355,098

Governance costs

	2021 £	2020 £
Audit	**9,743**	8,366
Other insurance costs	**5,795**	3,805
Bank charges	**1,268**	934
Professional & consultancy fees	**2,160**	6,124
Miscellaneous	**92**	55
	19,058	19,284

5 Net movement in funds for the year

	2021 £	2020 £
The net movement in funds for the year is stated after charging:		
Depreciation of tangible assets	**47,077**	40,681
Operating lease expenditure	**33,568**	37,108
Audit	**9,743**	8,366

6 Staff costs

	2021	2020
	£	£
Wages & salaries	**981,968**	1,483,866
Social security costs	**49,855**	77,553
Pension costs	**32,320**	43,189
	1,064,143	1,604,608

	Number	Number
The average monthly number of staff employed by the charity during the year was as follows:		
Administrative	**8**	10
Project based	**60**	81
	68	91

Employer benefits to Senior Management Team Members

During the year to 31 March 2021 payments to key members of the management team in the form of salary and pensions amounted to £127,296. This compares with £124,527 for the prior year.

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

Termination Payments

In 2020/2021 there were total termination payments of £28,999 relating to redundancy, notice period and settlement payments for eighteen former employees. In 2019/20 there were termination payments of £17,464.

Payments to Directors/Trustees

In 2020/21 no remuneration was paid to any trustees.

There were expense reimbursements of £92 paid to trustees in performing their duties in 2020/21. There were trustee expenses of £5 in 2019/20.

7 Tangible fixed assets for use by the charity

	Freehold properties £	Leasehold Improve-ments £	Office equipment / fixtures & fittings £	Vehicles £	2021 Total £
Cost					
As at 1 April 2020	1,585,963	19,492	159,141	55,050	**1,819,646**
Additions	-	-	28,023	-	**28,023**
Disposals	-	-	-	(24,900)	**(24,900)**
As at 31 March 2021	1,585,963	19,492	187,164	30,150	**1,822,769**
Depreciation					
As at 1 April 2020	358,697	4,085	117,319	55,050	**535,151**
Charge for the year	27,519	1,949	17,609	-	**47,077**
Disposals	-	-	-	(24,900)	**(24,900)**
As at 31 March 2021	386,216	6,034	134,928	30,150	**557,328**
Net Book Value					
As at 31 March 2021	1,199,747	13,458	52,236	-	**1,265,441**
As at 31 March 2020	1,227,266	15,407	41,822	-	1,284,495

Land at cost carried forward £210,000 is not depreciated (2020 - £210,000)

Investment

	2021 £	2020 £
Investment	-	10

This investment was created from the formation of the company Options For Work and comprised share capital of 10 shares at £1 each. The registered company (number 07373367) was dissolved on 16/3/21 and the £10 investment was returned back to Options For Life.

8 Debtors

	2021	2020
	£	£
Trade debtors	**11,273**	154,788
Prepayments & sundry debtors	**21,414**	20,780
	32,687	175,568

9 Bank and cash

	2021	2020
	£	£
Bank accounts	**1,211,884**	782,220
Petty cash	**2,562**	6,613
	1,214,446	788,833

10 Creditors: Amounts falling due in less than one year

	2021	2020
	£	£
Trade creditors	**6,474**	26,659
Accrued expenses	**23,677**	26,450
Tax and social security	**11,038**	14,935
Pensions	**5,364**	7,753
Other creditors	**3,285**	3,655
	49,838	79,452

11 FUNDS

	1 April 2020 £	Income £	Expenditure £	31 March 2021 £
Restricted Funds				
Sandwell MBC	-	4,200	(4,200)	-
Clothworkers Foundation	15,000	-	(2,186)	**12,814**
Richardson Brothers	3,000	-	-	**3,000**
Turner Trust	1,038	-	(346)	**692**
Edward Gostling Foundation	3,342	-	(355)	**2,987**
Alfred Haines Charitable Trust	850	-	(850)	-
Baily Thomas Charitable Fund		10,000	-	**10,000**
Skipton Charitable Foundation		1,983	-	**1,983**
Total restricted funds	23,230	16,183	(7,937)	**31,476**

Further information on the purpose grants received in 2020/21 :

Sandwell MBC	A notional grant for payment of rent for land at Oak Green Lodge
Baily Thomas Charitable Fund	Being a contribution towards renovation improvements at the Ashes Centre.
Skipton Charitable Foundation	A grant towards the new outdoor sensory garden at Acorn Lodge centre.

11 Unrestricted funds

	2021 £	2020 £
Unrestricted capital funds brought forward	**1,461,224**	1,824,197
Movement for the year	**285,036**	87,027
Transfer to/from Designated Funds	**(27,000)**	(450,000)
Unrestricted funds carried forward	**1,719,260**	1,461,224

Designated funds

	2021 £	2020 £
Designated funds brought forward	**685,000**	235,000
Movement in the year	**27,000**	450,000
Total designated funds carried forward	**712,000**	685,000
Total unrestricted funds	**2,431,260**	2,146,224

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 March 2021

12 Analysis of net assets between funds

	Tangible fixed assets £	Other net assets/ liabilities £	Total £
Restricted	-	31,476	**31,476**
Unrestricted funds			
Designated funds	-	712,000	**712,000**
Unrestricted funds	1,265,441	453,819	**1,719,260**
	1,265,441	1,197,295	**2,462,736**

13 Commitments under operating leases

At 31 March 2021 the Company had commitments under non-cancellable leases in respect of minibuses and photocopiers:

	2021 £	2020 £
Within one year	**31,678**	32,579
Within two to five years	**39,665**	71,374
	71,343	103,953

14 Post balance sheet events

There are no events that occurred after 31 March 2021 that are likely to significantly change what is presented in the financial statements or have an impact upon the status of the organisation as a going concern.

15 Pension Commitments

The Charity operates a defined contribution scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost represents contributions payable by the Charity to the fund and amounted to £32,320 (2020 £43,189). At 31 March 2021 contributions amounting to £5,364 (2020: £7,753) were payable to the fund and are included in creditors.

16 Statement of financial activities 2020

	Notes	Restricted funds £	Designated funds £	Unrestricted funds £	**Total funds 2020 £**
Income from:					
Donations & legacies		-	-	2,590	**2,590**
Charitable activities	2	34,983	-	2,141,551	**2,176,534**
Other trading activities	2	-	-	12,185	**12,185**
Investments		-	-	4,419	**4,419**
		34,983	-	2,160,745	**2,195,728**
Expenditure on:					
Charitable activities	3	35,682	-	2,073,718	**2,109,400**
Net (expenditure) / income		(699)	-	87,027	**86,328**
Transfer between funds	11	-	450,000	(450,000)	-
Net movement in funds		(699)	450,000	(362,973)	**86,328**
Reconciliation of funds:					
Total funds brought forward		23,929	235,000	1,824,197	**2,083,126**
Total funds carried forward		23,230	685,000	1,461,224	**2,169,454**