



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 01/04/2020 Period start date To 31/03/2021 Period end date**

**Charity name: Integrating Children (known as Integrating)**

**Charity registration number: 1090260**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The Charity's objects are:</b> <b>1. To promote the relief of the needs of children and young people, particularly those with disabilities, and their families within County Durham and its environs, by encouraging and supporting integrated play and access to mainstream leisure services, with the object of improving their conditions of life</b> <b>2. The provision of practical support and advice to families and/or carers of such children and young people.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Integrating Children (operating as Integrating) works with over 100 disabled children and young people, each year, aged 6 to 25 years, largely in the Durham City and Chester le Street areas.</b>  <b>The organisation -</b> <ul style="list-style-type: none"><li><b>• Promotes the emotional and physical wellbeing of children and young people with disabilities.</b></li><li><b>• Supports disabled children develop the social skills and confidence to be able to take part in leisure and recreational activities in their community</b></li><li><b>• Helps disabled children to experience full and interesting lives through taking part in enjoyable constructive activities</b></li></ul>

		<ul style="list-style-type: none"> <li>• <b>Assists disabled young adults to operate effectively and confidently in the community</b></li> <li>• <b>Helps disabled children to have fun and make friends.</b></li> <li>• <b>Provides advice and respite for families experiencing stress</b></li> </ul> <p><b>This is achieved through arranging activities and supporting children and young people to take part in them. Our activities include:</b></p> <ul style="list-style-type: none"> <li>• <b>Swimming</b></li> <li>• <b>Music</b></li> <li>• <b>Digital Arts</b></li> <li>• <b>Football training</b></li> <li>• <b>Residential breaks</b></li> <li>• <b>Social clubs</b></li> <li>• <b>Trips out</b></li> <li>• <b>Gym club</b></li> </ul> <p><b>By involving disabled children in mainstream activities, we can help them to build key life skills such as confidence, friendships and being able to interact with others. This is particularly important as about half the children worked with have autistic spectrum conditions, which, by their nature, can create isolation unless children develop security through regular and familiar activity.</b></p> <p><b>Integrating Children's work also;</b></p> <ul style="list-style-type: none"> <li>• <b>Enables parents of children with disabilities to have regular respite to spend time with other family members and</b></li> <li>• <b>Provides the young people who volunteer and work with Integrating Children the chance to gain experience, which enhances their opportunities for work within caring professions. This has included Adult Social Care, Nursing, Social Work and Special Needs Education.</b></li> </ul>
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees of Integrating Children have reviewed and have regard to the guidance issued by the Charity Commission on public benefit in the planning and provision of services and in their governance of the charity.</b>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>Integrating Children does not make grants to individuals although in exceptional circumstances will support involvement in activities through paying or subsidising costs for families facing difficulties.</b>
Policy on social investment including program related investment	Para 1.38	<b>The organisation has no investments nor policy in relation to this. Due to the size of the organisation, it is highly unlikely that this will apply.</b>
Contribution made by volunteers	Para 1.38	<p><b>Integration Children values volunteers and has a small but active group of volunteers at all levels of the organisation,</b></p> <ul style="list-style-type: none"> <li><b>• Trustees who also act as the management and administrative functions of the charity e.g. fundraising, recruitment, managing senior staff.</b></li> <li><b>• Volunteers who support staff in the delivery of services</b></li> <li><b>• Local volunteers who help in fundraising initiatives</b></li> </ul> <p><b>Integrating Children believes that volunteering is a mutual exchange of time and skills and will provide training, support and tangible appreciation of voluntary activity.</b></p> <p><b>All volunteers who have contact with children and young people or who have access to sensitive information and decisions are recruited, DBS checked and inducted to a standard comparable to that of the recruitment of staff.</b></p>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Attendance at Integrating has social impacts, which are achieved through the opportunity to engage with peer without the presence of parents. This allows children to increase their social skills and make friendships on their own terms. This has been expressed by children when they speak with their Support Workers throughout activities who are seen to and value –</b></p> <p><b>* Making new friends and developing social networks which are important for developing their identity.</b></p> <p><b>* Creating friendships which can last for prolonged periods. Often children with disabilities move in and out of services; Integrating's long-term support allows lasting and high quality friendships to be maintained.</b></p> <p><b>Many of the young people recognise that being involved in Integrating makes them feel better about themselves. This can be seen on occasions where young people come to activities angry or frustrated from something that has happened to them at home or school. Through engagement with support workers and their friends this emotional stress soon dissipates. Children have also told staff that they enjoy being involved in activities as independent people, away from their parents and carers.</b></p> <p><b>Parents consistently echo their children's thoughts and are particularly appreciative of the opportunity for their children to have fun and make friends.</b></p> <p><b>These achievements have been achieved through the hard work of Integrating's trustees, staff, volunteers, partners and all the families who have played their part in making the charity run safely and enjoyably.</b></p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p><b>From June 2021 (after the period of this report) Integrating began its transition back to live activities which are hoped to be fully operational by February 2022.</b></p> <p><b>In addition, Integrating has developed Inter-plus a daycare service for Young adults who no longer attend education.</b></p>
Performance of fundraising activities against objectives set	Para 1.41	<p><b>Fundraising has been very positive during this period with existing funders appreciating Integrating's efforts to continue support through web-based provision and being flexible in their funding.</b></p> <p><b>Central Government furlough payments have also helped to support the organisation.</b></p>
Investment performance against objectives	Para 1.41	<b>Not applicable</b>

**Financial Review**

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>Integrating achieved income of:</b></p> <ul style="list-style-type: none"><li>• <b>Unrestricted £4043</b></li><li>• <b>Restricted £217097</b></li></ul> <p><b>Expenditure</b></p> <ul style="list-style-type: none"><li>• <b>Unrestricted £2842</b></li><li>• <b>Restricted £70792</b></li></ul> <p><b>Brought forward</b></p> <ul style="list-style-type: none"><li>• <b>Unrestricted £33153</b></li><li>• <b>Restricted £22410</b></li></ul> <p><b>Carried forward</b></p> <ul style="list-style-type: none"><li>• <b>Unrestricted £34354</b></li><li>• <b>Restricted £168715</b></li><li>• <b>Total £203069</b></li></ul>
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Integrating holds a small reserve of about £30,000 together with a dynamic financial management policy, which ensures there are sufficient funds to ensure the organisation can operate for a year on current grant / contract income. Whilst the charity would like to develop a reserve fund which would allow six month's operations the trustees do not see there being a likelihood of being able to accrue this level of reserves in the foreseeable future. The charity has no long-term liabilities and has been able to operate on income from diverse sources and payment dates for many years.</b>
Amount of reserves held	Para 1.22	<b>£30,000</b>
Reasons for holding zero reserves	Para 1.22	<b>Not applicable.</b>
Details of fund materially in deficit	Para 1.24	<b>Not applicable</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>Not applicable</b>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Local authority contracts      59%</b> <b>Independent trusts              20%</b> <b>Local fundraising / donations   2%</b> <b>Carryover from previous year   20%</b>  <b>This profile will dramatically change with the ending of a local authority contract and the return to local fundraising after lockdown.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>Not applicable</b>
A description of the principal risks facing the charity	Para 1.46	<b>a. Insufficient funds to maintain organisation</b>

		<ul style="list-style-type: none"> <li>• Fundraising drives three times each year</li> <li>• Respond to all opportunities for funding</li> </ul> <p>b. Lose Full time posts</p> <ul style="list-style-type: none"> <li>• Seek extension of funding</li> </ul>
Other		

## Structure, Governance and Management

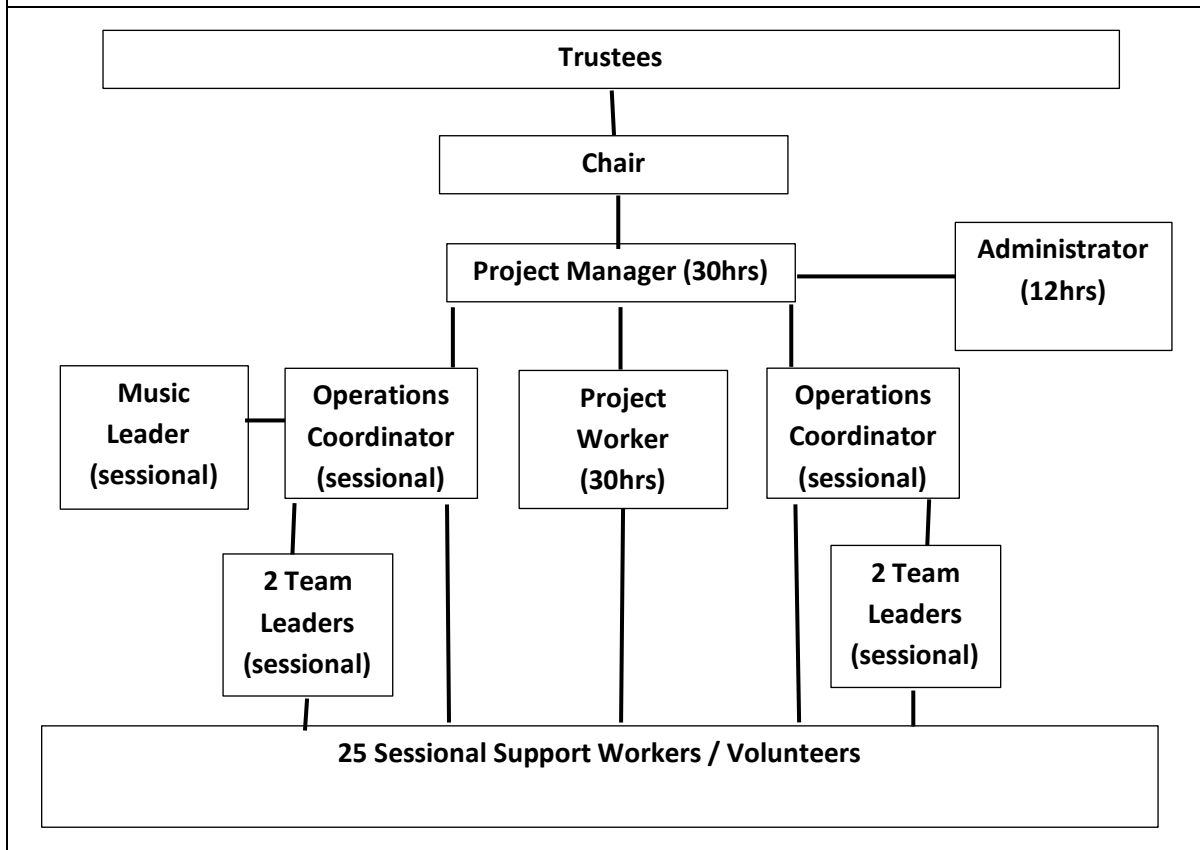
Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted?	Para 1.25	<b>Incorporated registered charity</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>The constitution requires the membership to elect the full board of trustees at the AGM each year.</b></p> <p><b>In reviewing the charity's selection methods it has been agreed that,</b></p> <ol style="list-style-type: none"> <li>i. The board will review the groups strengths and needs in February each year and any potential vacancies.</li> <li>ii. Publicly advertise and recruit for appropriately qualified candidates.</li> <li>iii. Confirm any new trustees at AGM by membership.</li> </ol>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Integrating provides a full induction to all new trustees on appointment based largely around Charity Commission advice and the constitution of the organisation. Periodic refresher training is provided for trustees in both their role and operational matters such as safeguarding and the needs of children and young people with disabilities.</b>
Relationship with any related parties	Para 1.51	<b>Integrating does not have structural links with other organisations but does have relationships with:</b> <ul style="list-style-type: none"><li>• <b>Parents / Carers – partnership</b></li><li>• <b>Local authority – contractual</b></li><li>• <b>Local organisations – delivery partnership</b></li></ul>
Other		





## Reference and Administrative details

Charity name	<b>Integrating Children</b>
Other name the charity uses	<b>Integrating Children and Young People</b>
Registered charity number	<b>1090260</b>
Charity's principal address	<b>Bullion Hall South Approach Chester le Street County Durham DH2 2DW</b>

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Taylor	Chair		Members
2	Sarah Warwick	Vice Chair		Members
3	Lynne Thompson	Treasurer		Members
4	Lucy Hinds	Secretary		Members
5	Julie Pattinson			Members
6	Paul Archer			Members
7	Elizabeth Burns			Members
8	Lucy Hinds			Members
9	Alison Laverick			Members
10	Jayne Oliver			Members
11				
12				
13				
14				

Corporate trustees – names of the directors at the date the report was approved – **Not applicable**

Name of trustees holding title to property belonging to the charity – **Not applicable**

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	<b>Not applicable</b>
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	<b>Not applicable</b>
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	<b>Not applicable</b>

## Additional information (optional)


Name of chief executive or names of senior staff members (Optional information)

David Gaudie – Project Manager
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Richard William Taylor	
Position (eg Secretary, Chair, etc)	Chair	

Date	11 <sup>th</sup> January 2021
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# **Integrating Children**

**Financial Statements for the Period ended  
31st March 2021**

**Charity No: 1090260**

***Community Accounting CIC  
Pinetree Centre  
Durham Road  
Birtley  
Co. Durham  
DH3 2TD***

## **Integrating Children**

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## Integrating Children

### Statement of Financial Activities (including Income & Expenditure Account) For the Year ended 31st March 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>Incoming Resources</b>				
Fund Raising and Donations	4,043		4,043	9,744
Grants		215,707	215,707	151,492
Income generated from Activities	0	1,390	1,390	10,821
Interest Received	0		0	0
Other Income	0		0	0
<b>Total Incoming Resources</b>	<u>4,043</u>	<u>217,097</u>	<u>221,140</u>	<u>172,057</u>
<b>Resources Expended</b>				
Direct Costs		6,217	6,217	29,300
Staffing Costs	0	59,094	59,094	122,338
Administration	2,842	5,481	8,323	13,926
<b>Total Resources Expended</b>	<u>2,842</u>	<u>70,792</u>	<u>73,634</u>	<u>165,564</u>
<b>Net Incoming Resources</b>	<u>1,201</u>	<u>146,305</u>	<u>147,506</u>	<u>6,493</u>
Transfer between Funds	0	0		
Total Funds Brought Forward	33,153	22,410	55,563	49,070
Total Funds Carried Forward	<u>34,354</u>	<u>168,715</u>	<u>203,069</u>	<u>55,563</u>

# Integrating Children

## Balance Sheet as at 31st March 2021

	2021 £	2020 £
<b>Fixed Assets</b>		
Tangible Fixed Assets	7,339	10,151
<b>Current Assets</b>		
Debtors		
Cash at Bank and in Hand	196,010	45,662
	<u>196,010</u>	<u>45,662</u>
<b>Less</b>		
<b>Current Liabilities</b>		
<b>(Payable within one year)</b>		
Accruals	<u>280</u>	<u>250</u>
<b>Net Current Assets</b>	195,730	45,412
<b>Net Assets</b>	<u>203,069</u>	<u>55,563</u>
<b>Funded by</b>		
Unrestricted Funds		
General		
Capital	7,339	10,451
Revenue	<u>27,015</u>	<u>22,702</u>
	34,354	33,153
Restricted Funds	168,715	22,410
<b>Total Funds</b>	<u>203,069</u>	<u>55,563</u>

Approved



Trustee

Date 10th December 2021

## **Integrating Children**

### **Notes forming part of the Financial Statements to 31st March 2021**

#### **1) Accounting Policies**

The principal accounting policies are summarised below, The accounting policies have been applied consistently throughout the year and in the preceding year.

##### **a) Basis of accounting**

The financial statements have been prepared under the historical cost convention in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

##### **b) Revenue Grants**

Gross amount received as recognised within incoming resources and corresponding expense is shown with outgoing resources

##### **c) Taxation**

The charity is registered and exempt from taxation on its charitable activities

##### **d) Fixed Assets**

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life.

Music and Office Equipment	15% Straight Line
Computer Equipment	15% Straight Line



## Integrating Children

### Notes forming part of the Financial Statements to 31st March 2021

#### 2) Incoming Resources

<b>Grants</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2021</b>	<b>Total 2020</b>
The National Lottery		28,684	28,684	24,427
National Grant		0	0	2,750
County Durham Community		0	0	4,960
Ballinger Trust		7,912	7,912	7,912
Greggs Trust		15,000	15,000	15,000
Jos Strong Fraser Trust		1,000	1,000	
Durham County Council		163,111	163,111	96,443
	<u>0</u>	<u>215,707</u>	<u>215,707</u>	<u>151,492</u>

#### Income Generated from Activities

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2021</b>	<b>Total 2020</b>
Holiday Activities				6,765
Other Activities		1,390	1,390	4,056
	<u>0</u>	<u>1,390</u>	<u>1,390</u>	<u>10,821</u>

## Integrating Children

### Notes forming part of the Financial Statements to 31st March 2021

#### 3) Resources Expended

Direct Costs		2021	2020	
Holiday Activities			18,755	
Other Activities		6,217	10,745	
		<u>6,217</u>	<u>29,500</u>	
Staff Costs				
No employee earned more than £60,000 durin the year		59,094	122,338	
Average no. of employees (including those in direct costs)		<u>5</u>	<u>11</u>	
Administration	Unrestricted	Restricted	Total 2021	Total 2020
Rent		930	930	6,933
Insurance		421	421	398
Postage			0	162
Sundries	30	4,130	4,160	3,621
Equipment			0	
Depreciation	2,812		2,812	2,812
	<u>2,842</u>	<u>5,481</u>	<u>8,323</u>	<u>13,926</u>

## Integrating Children

### Notes forming part of the Financial Statements to 31st March 2021

**4) Trustees Remuneration and Related Party Transactions**

No member of the management committee received any remuneration during the year.

**5) Tangible Fixed Assets**

	<b><u>Music &amp; Office Equipment</u></b>	<b><u>Computer Equipment</u></b>	<b><u>Total</u></b>
<b>Cost</b>			
As at 1st April 2020	9,646	9,099	18,745
Additions			0
Disposals			0
As at 31st March 2021	<u>9,646</u>	<u>9,099</u>	<u>18,745</u>
<b>Depreciation</b>			
As at 1st April 2020	1,625	6,969	8,594
Charge for Year	1,447	1,365	2,812
Elimated on Disposal			0
As at 31st March 2021	<u>3,072</u>	<u>8,334</u>	<u>11,406</u>
NBV as at 31st March 2021	<u>6,574</u>	<u>765</u>	<u>7,339</u>
NBV as at 31st March 2020	<u>8,021</u>	<u>2,130</u>	<u>10,151</u>

**6) Creditors**

	<b>2021</b>	<b>2020</b>
Accounts	280	250
	<u>280</u>	<u>250</u>

## Integrating Children

### Notes forming part of the Financial Statements to 31st March 2021

#### 7) Analysis of Net Assets between Funds

	General Funds	Restricted Funds	Total
Tangible Fixed Assets	7,339		7,339
Current Assets	27,295	168,715	196,010
Current Liabilities	(280)		(280)
	<u>34,354</u>	<u>168,715</u>	<u>203,069</u>

#### 8) Movement of Funds

	As at 1st April 2020	Incoming Resources	Outgoing Resources	Transfers	As at 31st March 2021
The National Lottery	9,750	28,684	(9,750)		28,684
Ballinger Trust	1,977	7,912	(3,989)		5,900
Greggs Trust	8,750	15,000	(11,250)		12,500
Durham County Council		163,111	(45,803)		117,308
Jos Strong Fraser Trust		1,000			1,000
Activities	<u>1,933</u>	<u>1,390</u>			<u>3,323</u>
<b>Total Restricted</b>	<u>22,410</u>	<u>217,097</u>	<u>(70,792)</u>	<u>0</u>	<u>168,715</u>
					0
Unrestricted Funds					0
General Funds (Capital)	10,451		(2,812)	(300)	7,339
General Funds (Revenue)	22,702	4,043	(30)	300	27,015
					0
General Funds	<u>33,153</u>	<u>4,043</u>	<u>(2,842)</u>	<u>0</u>	<u>34,354</u>
Total Funds	<u>55,563</u>	<u>221,140</u>	<u>(73,634)</u>	<u>0</u>	<u>203,069</u>

Transfer of funds from Capital to Revenue represents the depreciation charge for the year

# *Community Accounting*

## *North East CIC*

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Pinetree Centre, Durham Road, Birtley, Co.Durham,DH3 2TD  
Tel. No. 0191 4928232

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Integrating Children  
Bullion Hall  
South Approach  
Chester - le - Street  
DH2 2DW

### **Independent Examiner's Report**

I report on the accounts of Integrating Children for the Year ended 31<sup>st</sup> March 2021

### **Respective Responsibilities of Trustees and Examiner**

The trustees of the charity are responsible for the preparation of accounts; they consider that the audit requirement under section 144 of the Charities Act 2011 does not apply. I have been appointed under the Charities Act 2011 and report in accordance with the regulations made under section 145 of that Act. It is my responsibility to examine the accounts and statement, without performing an audit, and to report to the trustees.

### **Basis of Examiner's Statement**

This report is in respect of an examination carried out in accordance with the directions given by the Charity Commissioners under the Act). An examination includes a review of the accounting records kept by the charity trustees and a comparison of the accounts presented with those records. It also includes a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not constitute an audit.

### **Examiner's Statement**

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe, that in any material respect, accounting records have not been kept in accordance with section 130 of the Charities Act 2011. or that the accounts presented do not accord with those records or comply with the accounting requirements of the Charities Act 2011.

No matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

Terry Atkinson  
Independent Examiner  
21<sup>st</sup> October 2021