

REGISTERED COMPANY NUMBER: 04939758 (England and Wales)
REGISTERED CHARITY NUMBER: 1103470

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
RELATE COVENTRY & WARWICKSHIRE**

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RELATE COVENTRY & WARWICKSHIRE

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for the year ended 31 March 2022**

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RELATE COVENTRY & WARWICKSHIRE

REPORT OF THE TRUSTEES for the year ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

This year has again been challenging due to the ongoing effects of the Covid-19 pandemic and measures imposed both locally and nationally. Despite this, the organisation has continued to adapt and thrive, and I am extremely proud of the way our management team, practitioners and other staff and fellow trustees have worked throughout the year to achieve this positive outcome. Certainly, at the start of the year, we could not have predicted that the final accounts would show that we have made a small surplus.

The Centre was one of the first in the country to return to limited face-to-face counselling sessions in July 2021 with the majority of services continuing to be offered via webcam and telephone. A major change occurred when schools reopened, and we were able to restart some sessions on-site. During the year we have recruited new counsellors and we agreed to work with Relate Centres in Birmingham and Leicester to provide training for new adult counsellors. We also continued to increase the breadth of knowledge and experience on the Trustee Board, recruiting new trustees despite the difficulties.

We are fortunate to have a diversity of contracts to deliver services to children and young people, adults and families across Coventry and Warwickshire, working as required with partner agencies. This enabled the centre to continue with some services throughout the pandemic with referrals remaining strong in all areas. We have had some extremely positive feedback from clients of all services, some of whom were understandably apprehensive about counselling via Zoom.

The change in working arrangements has highlighted the need for more flexible premises and, during the year, whilst making changes to the current accommodation to facilitate a better working environment for staff and clients, we commenced a search for new premises in the local area.

I would like to take this opportunity to thank our funders for their support which has enabled our organisation to offer bursaries for clients to assist in covering the costs for those people who are unable to afford the full fee. This has been particularly relevant over the last 2 years when we have seen at first hand the impact on all types of relationships of prolonged periods of lockdown, financial hardship and other pressures.

As ever, the main asset of the centre is our staff and volunteers, and I would like to thank them all for their hard work and continued commitment to clients. I would also like to express my gratitude to my fellow trustees for their support, dedication and valued contributions over this challenging year.

RELATE COVENTRY & WARWICKSHIRE

REPORT OF THE TRUSTEES for the year ended 31 March 2022

OBJECTIVES AND ACTIVITIES

Objectives and aims

Relate's declared objects are:

- * to educate the public concerning the benefits of secure couple relationships, marriage and family life in order to improve the emotional, sexual and spiritual well-being of individuals which is derived from committed relationships
- * to seek to enhance the good health, both mental and physical, of adults and children by increasing public awareness of the benefit of committed couple relationships, marriage and family life
- * working to prevent poverty, hardship and distress caused by the breakdown of such relationships to provide counselling, advice, education, guidance and relief to adults and/or children in relation to any aspect of contemporary life or work which may prejudice their physical or mental wellbeing influence, either directly or indirectly, their present or future family or couple relationship
- * to advance citizenship and community development
- * to relieve those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage
- * to promote research into all of the above Objects and to make the results available to the public

Relate services are undertaken to further our charitable purposes for the public benefit.

Vision and Mission

Relate's vision is where every relationship is actively valued, supported and promoted as the heart of a thriving society. We will make this a reality by:

- * Delivering inclusive, high-quality services that are relevant at every life stage.
- * Help partners, families, and individuals to make relationships work better.
- * Help the public and policymakers improve their understanding of relationships and their importance for a thriving society.

As part of our strategy we have set ourselves four strategic goals to direct our work in the next three years and to help us achieve our vision and mission.

- * Service Effectiveness
- * Influence and Visibility
- * Impact and value
- * Sustainability

Our services are already helping thousands of people every year to strengthen their relationships. Our challenge is to make sure those services develop and innovate so that we remain the experts in our field and the key agency for relationship support.

Our Strategic Goals

Service Effectiveness

- * Quality services meet the need and deliver customer satisfaction
- * We lead in service innovation and development
- * We can demonstrate a keen customer focus, understanding existing and potential customers now and in the future
- * Relate services reach and help more people in more ways, delivering on inclusion and diversity
- * Relate develops and supports a skilled workforce across the core service range and its management to underpin service quality
- * Relate adopts a learning and development culture to facilitate continuous service improvement

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Influence and visibility

- * A known brand becomes an understood, valued and leading brand
- * The public, government, media, private and public and voluntary sectors know that relationship health is needed and valued
- * Relationship support is accessible and the norm
- * Public policy facilitates successful relationships
- * Our marketing strategy enables us to promote the service across Coventry & Warwickshire with relevant literature which is accessible and informative.

Impact and Value

- * Our research and measuring outcome procedures can demonstrate the impact and value across all services.
- * Research and reviews of services will support development and excellence

Sustainability

- * Income strategy grows and diversifies income streams
- * The organisational structure, processes and culture are fit for purpose now and into the future.
- * Collective activity delivers against the vision
- * Relate continues to forge collaborations and partnerships in support of delivering its purposes and maximising impact

Significant activities

In order to deliver our strategic goals we offer five core activities:

Relationship Counselling - helping couples and individuals to resolve issues arising from their relationships. Our counsellors help people to discuss their feelings, attitudes and expectations and offer assistance with communication and problem solving. We aim to empower our clients by increasing their understanding, so that they can go on to make choices about how they manage their relationships.

Sex therapy - an assessment and treatment programme which enables our clients to address the physical, emotional and psychological issues associated with sex. As the only national provider of Sex therapy, we also work with people who have problems with their sex lives due to poor health or disability.

Children and young people's services - helps children and young people explore and develop coping strategies for issues such as family breakdown, bullying and peer relationships, bereavement, the formation of new families or the absence of a family member in their life. Relate is the largest UK provider of counselling support children and young people with over 25 years' experience in this area.

Family counselling - to help family members in resolving difficulties and concerns in their relationships with one another. We support clients by increasing their understanding of each other's needs and by improving communication, both within the couple relationship and across generations.

Education and learning - to provide people with the knowledge and skills needed for personal and professional development. We offer a wide range of workshops and courses for couples, individuals, parents and young people. This is a major part of our preventative work, to ensure that we are helping people to boost or maintain their relationship as opposed to just helping when things are declining or in crisis.

Public benefit

The Trustees have had due regard to the Charity Commission's guidance on "Public Benefit."

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ACHIEVEMENT AND PERFORMANCE

Charitable activities

We have worked closely with our neighbouring Relate Centres and those further afield and our CEO is an active member of the Steering Group - ARCO which works with Relate National to ensure federated Centres and Relate work effectively together. Our local partnerships have flourished during the year, establishing new partnerships within the domestic abuse sector.

During 2021-2022 we delivered:

* 2,318 hours of adult work within our Centre-based work with 1262 individuals registering for this service. We offered on average of 75-80 adult counselling appointments per week, returning steadily to some face-to-face delivery, following Covid-19 remote-only delivery.

* We registered 51 new individuals to our services within GP surgeries within Coventry, offering approximately 545 individual appointments with an average 23 individuals being supported each month. Of these, 100% of clients who completed pre/post PHQ9 (depression scale) and GAD7 (anxiety scale) forms improved their scores for each following counselling, with PHQ9 pre-scores averaging at 15.5, and reducing to an average of 5 at the end of counselling and GAD7 scores with a pre-average of 13 to a post-average of 5.5.

* Time for You - our school-based service, worked in 32 schools across Coventry & Warwickshire. 397 new school students accessed our counselling with the schools.

* CAMH's LAC - We support Looked After and Adopted children, young people and their networks, delivering counselling, working in partnership with Coventry and Warwickshire Partnership Trust.

* We delivered the Separated Parenting Information Programmes to 257 adults participating in Coventry & Warwickshire (a huge increase of 60% on last year) and have seen a fantastic continuance for uptake of remote webinar groups as an alternative to face-to-face groups, following the adaptation of the service delivery method during Covid19.

* The Reach/Rise Project received 496 new referrals children and young people to access the service and delivered 1,803 individual sessions across Coventry & Warwickshire. We also introduced Parent Drop-In dates, whereby parents/carers of those children and young people on the waiting list, could access an interim telephone support session or face to face session with a counsellor for advice and ideas on how to support their child's wellbeing at home.

* The Choose to Change Perpetrator programme saw 90 new referrals be submitted (a 24% increase of last year) and adopted a new 'Pre-Assessment' process in October 2020 to increase programme efficiency, effectiveness and uptake. This year has seen 108 one-to-one appointments take place, in addition to 198 (43% increase) group intervention sessions being attended. 21 new clients commenced group intervention following their assessments.

* The WISH Project received nearly 250 referrals this year and has delivered 1567 appointments across Coventry to children and young people who have been impacted by Domestic Abuse and/or violence in their household. This is approximately a 45% increase on last year's delivery.

* Each week we provided on average approximately 320 hours of counselling a week to couples, individuals, families, children, and young people at our centres and in the community-based locations. And our face-to-face provision has been steadily increased again following Covid19, with now approximately 33% of our adult, family and children's centre-based counselling returning to being delivered in face-to-face format.

* We continue to offer 3 appointments per week at Dudley Lodge - offering counselling to couples and/or individuals who are currently undergoing Family Support Assessments.

Our mediation service has supported 18 cases this year.

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Quality Review and Assurance

PQASSO has been replaced by "Trusted Charity" Award and we continue to work towards achieving this by the end of 31st March 2023.

We will be working towards BACP Accreditation during 2022 and will be reviewing other quality marks in the year ahead to work towards.

Relate Coventry & Warwickshire is a member of the Relate of the federation. Relate ensures that all member organisations comply with certain regulations, including service specifications for the 5 core services we provide, all practitioners are registered on the Relate Practitioner Directory and have access to the Relate practice helpline which supports practitioners and managers with complex safeguarding issues and pilot projects to ensure quality and effectiveness for new services. All these safeguards ensure we offer a safe and appropriate service for all our clients.

Organisation of the charity

Our staff team has remained relatively constant throughout the year, with the addition new student placements, two children and young people's counsellors and two relationship counsellors. A priority is to ensure we recruit new counselling placements to ensure we have enough counsellors to meet the ever-increasing demand for our services, and secure our future workforce.

(a) Executive Committee (The board of Trustees)

The board is responsible for setting the policy of the charity and ensuring that all funds received are used for objectives of the charity. There were nine members of the executive committee on 31st March 2022

(b) Chief Executive

The Chief Executive ensured that the trustees were well advised on all technical issues within the organisation, and she was responsible for implementing the trustee's policies and decisions on a day-to-day basis. The trustees and Chief Executive developed a business plan during the year, which the Chief Executive has worked to.

(c) Support Staff

The Chief Executive was supported by the Director of Services, Service Manager, Business Development officer, Client Support Manager and four members of the admin team.

Director of Services 37 hours
Service Manager 37 hours
Business Development Officer 30 hours
Administrative Posts 124 hours (3.35 fte)

(d) Counsellors

As of the 31st of March 2021, there were 34 counsellors/practitioners working between three and 37 hours, totalling 636 (17.1 fte) hours per week. 3 hours a week were provided by counsellors on a voluntary basis.

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Services

Adult Services

The Covid-19 pandemic has certainly impacted on our services, particularly the adult services. We continue to offer webcam counselling appointments as the demand is still there from the community. Approximately 70% is offered via webcam, 30% face to face, however, during the latter part of the financial year we have seen an increasing demand to return to face to face appointments and expect this to increase. We will continue to offer a blended service with webcam, telephone, and face to face counselling available.

Our bursary scheme is well utilised by clients who cannot afford the full cost enabling them to receive the support they need. King Henry VIII has once again supported us to support those clients living in a specific area within Warwickshire.

Coventry City Council and CCG have enabled us to offer a much-needed bursary scheme to those residents in Coventry who are unable to pay the full cost of the service and we will continue to provide this support of reduced counselling for as many people as possible.

The trustees are committed to ensure that every single person who requires our services can access counselling irrespective of their financial circumstances. The bursary will continue in the future and increased fundraising activities will enable funds to support our clients.

The Clinical Commissioning Group (CCG) has funded us to provide outreach counselling in seven of the GP practices in the City and continue to provide support for adults who access relationship counselling. This is currently being reviewed and we are hoping to be part of the IAPT offer supporting couples with depression to receive specialist support.

Adult Services Evaluation Data

- * 58% of all issues presented at the start of counselling, improved by the end of counselling
- * 75% felt their Mental/Emotional wellbeing improved
- * 67% of clients felt more confident after attending appointments with Relate
- * 74% of clients felt more able to cope with their worries and problems following counselling
- * 78% of clients said they would return to Relate in future if any problems arose again
- * 72% of clients said they would recommend Relate to others having difficulties

Adult Services Comments and Feedback

"I am very grateful for my counsellor's time and considered advice and support in discussing such a delicate matter. I was very impressed with their impartial and objective approach and would highly recommend. Thank you."

"The experience was quite dependent on the counsellor assigned and their fit with us. I'm not sure every couple would have had the confidence that we did to request whether an alternative was available, but we felt our 2nd counsellor was a better fit than the previous counsellor"

"We had an extremely kind and compassionate counsellor. She helped me so much. I felt safe to open up to her and never felt pressured or judged. It was so beneficial that I was able to choose what we talked about, which gave me the confidence to open up and talk freely about some very traumatic experiences and memories. I was able to reflect and move forwards at my own pace without the pressure to set goals and targets. Thank you!"

"The service overall has been great, contact from the booking team was really good"

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"We both felt that our counsellor was a really good listener which allowed us to feel confident that he would understand our concerns. He also presented possible solutions in a sensitive and warm manner which has helped to relieve a lot of pressure we were feeling. If we were to use Relate's services again we would definitely ask to speak with the same counsellor again."

SPIP

Our contract with CAFCASS to provide SPIP's (Separated Parenting Information Programme) has seen an increase in referrals compared to the previous year. We continue to offer the majority of SPIP's online and feedback from participants is positive. The contract will be going out to tender in June 2022.

We have been involved in a range of marketing campaigns which were led by Relate national; locally we have attended a range of events, including community fairs, live radio shows and press releases in local newspapers. Our new website was launched this year and we are looking forward to Relate's marketing campaign in 2022 which will include change of logo's, key messages and new promotional materials! We know there is more to do in relation to marketing and raising awareness, particularly within the digital world with "twitter" Facebook etc. We have a dedicated person who leads on our Facebook campaigns and our profile has increased during the years.

SPIP Comments and Feedback

"Calm, encouraging and a really good facilitator. They got us all to think about our situations and how we need to put the children at the centre of everything we do."

"Presented all topics very well so they were easily processed and gave a great insight to how dynamic everybody's perspectives are involved."

"They were very relatable and had lots of examples. She was a very active listener and made everyone feel valued and that their opinions mattered and were important."

"Facilitator spoke to us all on a level that was not at all condescending, he was informative understanding and hosted the group well"

"Made us feel comfortable. Was empathetic."

Choose 2 Change

We have submitted our application to Respect to gain accreditation and will find out in the coming months if we are successful. Accreditation will enable to expand this service to reach more people who need our help and support with behaviour change.

Choose to Change Comments and Feedback

From Parallel Support Worker: "Couple feel like they are more aware of what the impact of DVA has on their children. They are now able to communicate as a couple and talk things out without the need of an argument. They are both happy with the service provided, and it has changed the dynamic in the family in a very positive way"

Attendee Feedback:

"Worth the long haul. Have really learnt and gained from being on this course to control myself and my behaviour"

"Has given a platform to express oneself and also learn from others. I have gained tools to become a better person"

"Choose to Change is a platform that is helping me open up and learn more from other members."

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"I enjoy coming to the group as it gives me a release of troubles of my mind and has made me realise, I'm not alone"

"Learned a lot from the team and the modules are becoming interesting and informative as we go on with the course. It really helps me in a lot of ways to change and manage my behaviour in a positive way"

Children & Young People

Our focus throughout this difficult year has been to ensure that we continue to offer the best possible service for our children and young people.

Time for You schools service has offered hundreds of children a space to talk and gain support from one of our qualified, experienced counsellors. Schools have supported us in offering a blended service during the lockdown periods to enable us to continue the services. All schools have returned to face-to-face provision.

Time For You Evaluation Data

- * 66% of students accessing T4U improved their SDQ scores post counselling, with average scores reducing from 17.68 (Red) Pre-Service to 15.34 (Yellow) post-service
- * 98% of students said they would recommend our counselling services
- * 89% of children and young people said that counselling was a good way to deal with their worries/problems
- * 95% of students felt they had a positive and trusting relationship with their counsellors

Time For You Comments and Feedback

"It helped me to understand how to calm down when I feel angry."

"Counselling's helped me get rid of all my worries and it's made me happy"

"It's helped me realise how to overcome fears and deal with confidence."

"It helped me deal with past worries and events and helped my overall mental health"

"I feel more capable of doing things for myself after the sessions. I now have a very good relationship with my family. Sometimes I didn't have the words but I now feel better at getting my point across.. I feel more confident, and I don't worry about what people think about me as much."

"It helped me cope with bad memories and they taught me ways to deal with it."

The CAMH'S Looked After Children post has been extended until March 2023. Professionals, agencies and children and young people who access the service are positive and appreciative of the work of the CAMH's LAC teams and the difference it makes to the lives of looked after children. The work offers a systemic approach which encapsulates all aspects of the young people's lives.

Reach and Rise Projects have seen an increase in referrals. Waiting times have increased due to the numbers of children referred into the service. The importance of managing the waiting list has been a priority again this year.

Reach and Rise Evaluation Data

- * 79% of CYPs who completed their work with REACH/RISE this year said they felt they were now 'dealing with their problems better'
- * 52% of CYPs felt 'better/good about themselves' at the end of work
- * 40% of CYPs improved their SDQ scores post counselling, with average scores reducing to 15.61 (Yellow) at end of service from 18.00 (Red) pre-service

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- * 95% of children and young people said they felt 'counselling was very helpful/helpful'
- * 95% children and young people said they would recommend our counselling services

Reach and Rise Comments and Feedback

"I'm now more able to talk more openly with my mum about my worries"

"Feel it was a good place to talk to someone and gave me strategies that were helpful"

"It helped me release my emotions and lifted a heavy weight from my shoulders"

"Gave me someone to talk to and made me feel like a better person & more hope for the future"

"I felt that it was helping with ways I could cope, with my schoolwork, being able to take a step back from my anxiety and view it in a different way but comparing and focussing a lot easier, to be able to talking to someone every week helped me on a more social level to be able to answer phone call/see friends."

"Very helpful and really appreciated it"

Our aim is to ensure that children and young people must wait the minimum time as possible for counselling; the admin team and counsellors have worked extremely hard to try meeting this target.

Presenting issues of those young people accessing the service showed 40% being affected by divorce and separation, 11% domestic abuse and 18% by bereavement and loss.

Wish Project and Wish Sanctuary

The Wish service has offered a specialist domestic abuse intervention to hundreds of children throughout the year and the expansion of the service has enabled us to work with more children who could not access this support.

WISH and WISH Sanctuary Evaluation Data

- * 86% of children felt safer following completion of their WISH interventions
- * 93% of children felt they had a better understanding of DVA following their WISH work

Staff training and support

The trustees recognise the hard work and commitment of all staff and volunteers at Relate Coventry & Warwickshire and we operate a rolling core training programme that all staff attends as an essential element of maintaining best practice standards including safe and ethical practice. Specialist training is prioritised to ensure we have access to the most up to date thinking and practice.

During the year, the counselling team have taken part in a range of training and CPD opportunities which have also been a great opportunity for the team to come together. Training has included Safeguarding Children and Adults, note writing and working with coercive and controlling behaviours in relationships.

Education & Learning

We have not been able to offer a great deal of training this year, however, our Service Manager for the Wish service has been able to offer a range of training to social workers, including "working with perpetrators of domestic abuse" safeguarding and "the impact of domestic abuse in relation to children". Learn Relate has been a success for Relate with the opportunity for staff and volunteers to take part in training offered online. Our counselling team and other key worker have benefitted and attended a variety of training such as safeguarding adults and children, suicide and suicide ideation, mental health, and domestic abuse.

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We will develop our Education and Learning strategy which will enable us to deliver a range of services across Coventry & Warwickshire in line with our business plan.

Investment performance

The Executive Committee's Investment policy is reviewed annually as part of the review of the Financial Policies and Procedures. The cash balances fluctuate throughout the year. The policy enables cash that is not immediately required to be invested subject to risk being minimised and access being rapid, within institutions that are members of the Financial Services Compensation Scheme (FSCS). Within this framework the best interest rates are sought, and performance is regularly reviewed. We have a savings account which matures interest every three months, and the interest is currently reinvested.

FINANCIAL REVIEW

Principal funding sources

There is a comprehensive system of business planning which includes an annual budget reviewed in details by the Finance, Premises and Fundraising Sub Committee and approved by the Executive Committee. Monthly actual results are reported against budget and revised forecasts for the year are prepared regularly. The Executive Committee reviews the latest management accounts at each meeting.

Relate Coventry & Warwickshire continues to have a wide range of income streams from a number of bodies including:

CAFCASS - funded through Department for Education - Separated Parenting Information Programmes (SPIP) for parents who have separated or divorced. The aim is to focus parents on the needs of their children, to work together in the best of interests of their children. The funding for this financial year is £66k. Our partnership with Mediation UK in Northamptonshire continues to work well and is reviewed on a regular basis.

Clinical Commissioning Group - £54k is received each year to provide an outreach service in several GP Practices throughout the City. The grant also funds a bursary scheme to support adults to access our services if they are on low income or benefits. This contract is renewable on a yearly basis.

CAMH's LAC - Providing a counsellor in a multi-disciplinary team. The purpose is to provide a range of therapeutic interventions for looked after children. The funding has been extended until March 2023.

Coventry City Council and Warwickshire County Council - Funding to provide the new Reach service, offering counselling and support for children and young people aged 5 -18 years across Coventry and Warwickshire, delivered in partnership with Coventry and Warwickshire Mind. The funding has been extended until November 2022 for the Reach service and March 2022 for the Rise Project.

General Charities Coventry - We received a £8,000 grant to go towards providing counselling and group work across all our services to benefit the residents of Coventry.

King Henry V111 - We received a grant of £2,000 to provide a bursary for clients accessing Relate services that live in specific CV34 postcode areas of Warwickshire.

Restricted funds

Integrated Primary Mental Health Service - The funding is to employ 1 x 37 hour posts to provide mental health advice, guidance and support across all schools in Coventry.

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FINANCIAL REVIEW

Investment policy and objectives

The Executive Committee's investment policy is reviewed annually as part of the review of the Financial Policies and Procedures. The cash balances fluctuate throughout the year. The policy enables cash that is not immediately required to be invested subject to risk being minimised and access being rapid, within institutions that are members of the Financial Services Compensation Scheme (FSCS). Within this framework the best interest rates are sought, and performance is regularly reviewed. We have a savings account which matures interest every three months and the interest is currently reinvested.

Reserves policy

The definition of reserves is used from the guidance from the Charity Commission. They are funds available to further our charitable objects which have not yet been spent, committed, or designated. They therefore exclude restricted funds (where donors impose criteria for their use), fixed assets (which are in current use to support the ongoing work of the charity) and funds designated for specific purposes.

The Executive Committee reviewed the Reserves policy in March 2020 as part of the risk management process. The trustees consider that unrestricted funds should not exceed six months of resources expended. A minimum target of easily realisable reserves is set between £350,000 and £400,000. This target in the current uncertain climate is a prudent measure.

Financial Reporting

There is a comprehensive system of business planning which includes an annual budget reviewed in detail by the Finance Committee and approved by the Executive Committee. Quarterly reviews are held at Executive Meetings which monitor the budget and revised forecasts for the year.

Land and Buildings

The Executive Committee authorised a new valuation on the New House property, which took place on 31st March 2014. The value of the property is currently £287,500. We intend to request a new valuation in 2022.

FUTURE PLANS

We are focussed on fulfilling our contractual obligations to provide the best possible service for our clients.

Our staff team remain our most precious resource and the Trustees have agreed to fund a well-being package with Westfield Heath offering a range of support. We will continue to offer CPD's and specialist training to ensure our staff are supported and are able to offer the quality service our community expects from Relate.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association adopted on 22nd October 2003 and amended objectives on 2nd October 2008.

Recruitment and appointment of new trustees

Trustees are recruited on a regular basis according to the need for particular skills and expertise within the team. We attend functions based in a variety of sectors and offer invitations to find out more about Relate. We ensure that Trustees reflect the diversity of clients within Relate and the Coventry & Warwickshire community.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Trustees delegate the exercise of certain powers in connection with the management and administration of the Charity as set out below. This is controlled by requiring regular reporting back to the Executive Committee, in order to ensure that all decisions and recommendations made under delegated powers are duly ratified and noted.

Executive Committee

The Executive Committee is the governing body of Relate Coventry & Warwickshire. Relate Coventry & Warwickshire is a member of the Relate Federation and pays a membership fee and holds a license agreement to trade as Relate.

The Committee meets quarterly. Its main responsibilities are listed below:

- * To ensure compliance with the Charitable Objectives;
- * To formulate and agree policy and adopt policies and guidance appropriately from Relate Ltd;
- * To approve Relate Coventry & Warwickshire's strategic and operational plans and the annual budget;
- * To direct and oversee the work of sub committees and working groups.

Indemnity Insurance on behalf of the Trustees was paid by the company.

Finance & General Purposes Committee

The responsibilities:

- * To monitor the financial performance of the Centre on a regular basis.
- * To ensure the maintenance of property and to ensure that the Centre are in good working order.
- * To be strategic and advisory with respect to services delivered.

Chief Executive and Senior Management Team

The Chief Executive is responsible for the day-to-day management of the Charity's affairs and for implementing policies agreed by the Executive Committee. The Chief Executive is assisted by a team of senior managers who attend Executive Committee and Sub Committee meetings, as required, to offer advice in their area of expertise. Remuneration for personnel staff is reviewed each year, using a range of benchmarking tools, including ACEVO (Association for Chief Executives for Voluntary Organisation), local and regional comparisons which will influence decisions made about pay scales.

Induction and training of new trustees

Trustees receive an induction pack containing everything they need to know about Relate Coventry & Warwickshire and its work in order to assist with informed and effective decision making. As part of the induction Trustees are provided with the 'Code of Good Governance' guidelines. Ongoing training is provided as needed.

Key management remuneration

The arrangements for setting pay of key management personnel subject to benchmarking against similar roles and the achievement of performance objectives.

Wider network

Relate Coventry & Warwickshire is a member of the Relate federation. Relate ensures that all member organisations comply with certain regulations, including; service specifications for the 5 core services we provide, all practitioners are registered on the Relate Practitioner register every 3 years, practice helpline to support practitioners and managers with complex safeguarding issues and pilot projects to ensure quality and effectiveness for new services. All of these safeguards ensure we offer a safe and appropriate service for all of our clients.

RELATE COVENTRY & WARWICKSHIRE

REPORT OF THE TRUSTEES for the year ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees are responsible for the management of the risks faced by the Charity. Detailed consideration of risks is delegated to the Finance Committee, which is assisted by senior members of staff.

The strategic risks facing the organisation are those risks "owned" by the Charity's trustees and are regularly reviewed by the Finance and General Purposes Committee. Relate's project management framework helps senior management and trustees to monitor outcomes against strategic priorities.

Relate's Strategic Risk Register has identified the following as the key strategic risks it faces:

Unwitting breaches of legislation, or compliance with, for example:

- i Equality and Diversity
- ii Data Protection
- iii Quality Standards which may lead to legal or other public action.
- iv Inadequate income and lack of ability to grow and generate diverse unrestricted income.
- v Not having the right people with the right skills, attitudes and behaviours to deliver the corporate strategy across the whole organisation.

Risks are identified annual and reviewed on a quarterly basis. Significant changes are subsequently reported to the Finance and General Purposes committee. Relate also manages specific projects, each of which have their own project risk register, which are regularly reviewed as part of the performance management within the organisation.

In addition to the specific risk management mechanism described above, a number of other key controls help trustees manage the major risks facing the charity.

- * Formal agenda for trustee meetings
- * Detailed terms of reference for all sub committees
- * Comprehensive strategic planning, project management, budgeting and management accounting
- * Established organisational structure and lines of reporting
- * Formal written policies
- * Hierarchical authorisation and approval levels

Through these key controls, the Trustees continue to strive to manage the major risks identified in the Charity's risk register. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04939758 (England and Wales)

Registered Charity number

1103470

Registered office

1110A Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

RELATE COVENTRY & WARWICKSHIRE

**REPORT OF THE TRUSTEES
for the year ended 31 March 2022**

Trustees

R K Farmah Treasurer
Mrs K E Railton Chair
J Robinson
A A Davies
Dr R K Auluck
I K Dunn
M Monaghan
I G Edwards
J Ashby-Ellis (appointed 15.10.21)

Company Secretary

Mrs T Murphy

Independent Examiner

LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

Bankers

Barclays Bank Plc
High Street
Coventry

Solicitors

Band Hatton Button
Earlsdon Park
53-55 Butts Road
Coventry
West Midlands
CV1 3BH

Key Management Personnel

Tracy Murphy (Chief Executive Officer)
Mandy Boothe
Gail Haddon
Susan Parkes

Sub Committee Members

Finance & General Purposes Committee

Ramesh Farmah
Jim Robinson
Tracy Murphy
Mandy Boothe

Approved by order of the board of trustees on 18 October 2022 and signed on its behalf by:

RELATE COVENTRY & WARWICKSHIRE

REPORT OF THE TRUSTEES
for the year ended 31 March 2022

Karen E. Railton

Mrs K E Railton - Trustee

+ Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RELATE COVENTRY & WARWICKSHIRE

Independent examiner's report to the trustees of Relate Coventry & Warwickshire ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

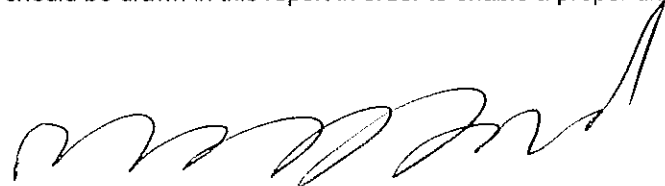
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ACA FCCA which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mark Spafford
ACA FCCA
LDP Luckmans
1110 Elliott Court
Coventry Business Park
Herald Avenue
Coventry
West Midlands
CV5 6UB

18 October 2022

RELATE COVENTRY & WARWICKSHIRE

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the year ended 31 March 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	24,587	-	24,587	29,724
Charitable activities					
Children and family services		590,805	25,500	616,305	483,197
Adult counselling		220,780	-	220,780	200,557
Pyschosexual Therapy		8,301	-	8,301	12,428
Cafcass		66,660	-	66,660	53,140
Other trading activities	3	7,716	-	7,716	10,098
Investment income	4	24,316	-	24,316	22,607
Other income		2,616	-	2,616	79,382
Total		<u>945,781</u>	<u>25,500</u>	<u>971,281</u>	<u>891,133</u>
EXPENDITURE ON					
Charitable activities					
Children and family services	6	571,884	22,622	594,506	622,353
Adult counselling		279,164	-	279,164	184,842
Pyschosexual Therapy		10,106	-	10,106	20,162
Cafcass		72,761	-	72,761	47,908
Total		<u>933,915</u>	<u>22,622</u>	<u>956,537</u>	<u>875,265</u>
NET INCOME		11,866	2,878	14,744	15,868
RECONCILIATION OF FUNDS					
Total funds brought forward		877,789	-	877,789	861,921
TOTAL FUNDS CARRIED FORWARD		<u>889,655</u>	<u>2,878</u>	<u>892,533</u>	<u>877,789</u>

The notes form part of these financial statements

RELATE COVENTRY & WARWICKSHIRE

BALANCE SHEET 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	12	11,003	-	11,003	14,845
Investment property	13	275,000	-	275,000	275,000
		<u>286,003</u>	<u>-</u>	<u>286,003</u>	<u>289,845</u>
CURRENT ASSETS					
Debtors	14	137,059	-	137,059	36,909
Cash at bank and in hand		596,430	2,878	599,308	658,546
		<u>733,489</u>	<u>2,878</u>	<u>736,367</u>	<u>695,455</u>
CREDITORS					
Amounts falling due within one year	15	(129,837)	-	(129,837)	(107,511)
NET CURRENT ASSETS		<u>603,652</u>	<u>2,878</u>	<u>606,530</u>	<u>587,944</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>889,655</u>	<u>2,878</u>	<u>892,533</u>	<u>877,789</u>
NET ASSETS		<u>889,655</u>	<u>2,878</u>	<u>892,533</u>	<u>877,789</u>
FUNDS	16				
Unrestricted funds				889,655	877,789
Restricted funds				2,878	-
TOTAL FUNDS				<u>892,533</u>	<u>877,789</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

RELATE COVENTRY & WARWICKSHIRE

BALANCE SHEET - continued
31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18 October 2022 and were signed on its behalf by:


K E Railton - Trustee 

The notes form part of these financial statements

RELATE COVENTRY & WARWICKSHIRE

CASH FLOW STATEMENT
for the year ended 31 March 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	(58,576)	65,487
Net cash (used in)/provided by operating activities		<u>(58,576)</u>	<u>65,487</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,040)	(7,642)
Interest received		378	491
Net cash used in investing activities		<u>(662)</u>	<u>(7,151)</u>
Change in cash and cash equivalents in the reporting period		<u>(59,238)</u>	<u>58,336</u>
Cash and cash equivalents at the beginning of the reporting period		<u>658,546</u>	<u>600,210</u>
Cash and cash equivalents at the end of the reporting period		<u><u>599,308</u></u>	<u><u>658,546</u></u>

The notes form part of these financial statements

RELATE COVENTRY & WARWICKSHIRE

**NOTES TO THE CASH FLOW STATEMENT
for the year ended 31 March 2022**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net Income for the reporting period (as per the Statement of Financial Activities)	14,744	15,868
Adjustments for:		
Depreciation charges	4,882	14,894
Interest received	(378)	(491)
(Increase)/decrease in debtors	(100,150)	3,924
Increase in creditors	22,326	31,292
Net cash (used in)/provided by operations	<u>(58,576)</u>	<u>65,487</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21 £	Cash flow £	At 31.3.22 £
Net cash			
Cash at bank and In hand	658,546	(59,238)	599,308
	<u>658,546</u>	<u>(59,238)</u>	<u>599,308</u>
Total	<u>658,546</u>	<u>(59,238)</u>	<u>599,308</u>

The notes form part of these financial statements

RELATE COVENTRY & WARWICKSHIRE

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income is deferred where it has been received ahead of the period where the use of funds will incur. Usually this will relate either to appointments where a deposit has been received in the current accounting period, but the appointment will be conducted in the following accounting period, or where income has been invoiced in advance for services to be delivered in agreed sessions in future periods.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Costs are allocated directly to the fund and activity that they relate to. Where the costs are shared between activities or funds, an apportionment is made based on the units of work conducted for the units sharing the costs.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

The trustees consider that the residual value of the property is materially similar to the carrying value. Depreciation is therefore not considered to be a material amount and no provision for depreciation is made in the financial statements.

Investment property

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

RELATE COVENTRY & WARWICKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

1. ACCOUNTING POLICIES - continued

Fund accounting

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	8,239	13,376
Grants	16,348	16,348
	<u>24,587</u>	<u>29,724</u>

3. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Supervision	7,716	10,098
	<u>7,716</u>	<u>10,098</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Rents received	23,938	22,116
Deposit account interest	378	491
	<u>24,316</u>	<u>22,607</u>

RELATE COVENTRY & WARWICKSHIRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022**

5. INCOME FROM CHARITABLE ACTIVITIES

		2022	2021
	Activity	£	£
Client Income	Children and family services	4,214	5,084
Contracted charitable services	Children and family services	421,372	269,393
Grants	Children and family services	190,719	208,720
Client income	Adult counselling	107,453	77,751
Contracted charitable services	Adult counselling	67,893	67,922
Grants	Adult counselling	45,434	54,884
Client income	Pyschosexual Therapy	8,301	10,312
Grants	Pyschosexual Therapy	-	2,116
Grants	Cafcass	66,660	53,140
		<u>912,046</u>	<u>749,322</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Children and family services	370,518	223,988	594,506
Adult counselling	194,956	84,208	279,164
Pyschosexual Therapy	-	10,106	10,106
Cafcass	54,236	18,525	72,761
	<u>619,710</u>	<u>336,827</u>	<u>956,537</u>

7. SUPPORT COSTS

	Management, administration & premises	Governance costs	Totals
	£	£	£
Children and family services	219,742	4,246	223,988
Adult counselling	82,611	1,597	84,208
Pyschosexual Therapy	9,914	192	10,106
Cafcass	18,174	351	18,525
	<u>330,441</u>	<u>6,386</u>	<u>336,827</u>

RELATE COVENTRY & WARWICKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

7. SUPPORT COSTS - continued

Activity	Basis of allocation
Management, administration & premises	Cost allocation based on delivery of services
Governance costs	Cost allocation based on delivery of services

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	<u>4,882</u>	<u>14,895</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

10. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	711,648	648,318
Social security costs	41,599	33,318
Other pension costs	19,250	17,956
	<u>772,497</u>	<u>699,592</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Children and family services	19	18
Adult counselling	14	12
Psychosexual Therapy	1	1
Cafcass	1	1
Management and administration	8	9
	<u>43</u>	<u>41</u>

No employees received emoluments in excess of £60,000.

Total trustee and key management personnel remuneration benefits totalled £170,671 (2021: £183,095).

RELATE COVENTRY & WARWICKSHIRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	29,725	(1)	29,724
Charitable activities			
Children and family services	439,696	43,501	483,197
Adult counselling	200,557	-	200,557
Pyschosexual Therapy	12,428	-	12,428
Cafcass	53,140	-	53,140
Other trading activities	10,098	-	10,098
Investment Income	22,607	-	22,607
Other income	79,382	-	79,382
Total	<u>847,633</u>	<u>43,500</u>	<u>891,133</u>
EXPENDITURE ON			
Charitable activities			
Children and family services	571,358	50,995	622,353
Adult counselling	184,842	-	184,842
Pyschosexual Therapy	20,162	-	20,162
Cafcass	47,908	-	47,908
Total	<u>824,270</u>	<u>50,995</u>	<u>875,265</u>
NET INCOME/(EXPENDITURE)	23,363	(7,495)	15,868
RECONCILIATION OF FUNDS			
Total funds brought forward	854,426	7,495	861,921
TOTAL FUNDS CARRIED FORWARD	<u><u>877,789</u></u>	<u><u>-</u></u>	<u><u>877,789</u></u>

RELATE COVENTRY & WARWICKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

12. TANGIBLE FIXED ASSETS

	Short leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2021	75,136	26,734	47,341	149,211
Additions	-	1,040	-	1,040
	<u>75,136</u>	<u>27,774</u>	<u>47,341</u>	<u>150,251</u>
At 31 March 2022				
DEPRECIATION				
At 1 April 2021	75,137	22,829	36,400	134,366
Charge for year	-	1,014	3,868	4,882
	<u>75,137</u>	<u>23,843</u>	<u>40,268</u>	<u>139,248</u>
At 31 March 2022				
NET BOOK VALUE				
At 31 March 2022	(1)	3,931	7,073	11,003
	<u>(1)</u>	<u>3,931</u>	<u>7,073</u>	<u>11,003</u>
At 31 March 2021	(1)	3,905	10,941	14,845
	<u>(1)</u>	<u>3,905</u>	<u>10,941</u>	<u>14,845</u>

13. INVESTMENT PROPERTY

	£
FAIR VALUE	
At 1 April 2021 and 31 March 2022	275,000
	<u>275,000</u>
NET BOOK VALUE	
At 31 March 2022	275,000
	<u>275,000</u>
At 31 March 2021	275,000
	<u>275,000</u>

On reclassification from Freehold Property to Investment Property, the charitable company had an independent valuation conducted which provided a valuation of £275,000

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	136,609	31,180
Prepayments	450	5,729
	<u>137,059</u>	<u>36,909</u>

RELATE COVENTRY & WARWICKSHIRE

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	5,941	19,419
Social security and other taxes	12,573	11,085
Other creditors	4,129	2,605
Deferred income	103,354	71,102
Accrued expenses	3,840	3,300
	<u>129,837</u>	<u>107,511</u>

Deferred Income

	2022	2021
	£	£
Deferred income at 1st April 2021	71,102	48,898
Released from previous years	(71,102)	(48,898)
Income deferred in the year	103,354	71,102
	<u>103,354</u>	<u>71,102</u>
Deferred income at 31st March 2022		

Deferred income relates to schools contract income deferred to future periods as the income received relates specifically to the 2022/23 accounting period.

16. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	602,789	11,866	614,655
Property	275,000	-	275,000
	<u>877,789</u>	<u>11,866</u>	<u>889,655</u>
Restricted funds			
Primary Mental Health Salary fund	-	2,878	2,878
	<u>877,789</u>	<u>14,744</u>	<u>892,533</u>
TOTAL FUNDS			

RELATE COVENTRY & WARWICKSHIRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022**

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	945,781	(933,915)	11,866
Restricted funds			
Primary Mental Health Salary fund	25,500	(22,622)	2,878
TOTAL FUNDS	<u>971,281</u>	<u>(956,537)</u>	<u>14,744</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	579,426	23,363	602,789
Property	275,000	-	275,000
	<u>854,426</u>	<u>23,363</u>	<u>877,789</u>
Restricted funds			
Children in Need	7,495	(7,495)	-
TOTAL FUNDS	<u>861,921</u>	<u>15,868</u>	<u>877,789</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	847,633	(824,270)	23,363
Restricted funds			
Children in Need	11,333	(18,828)	(7,495)
Primary Mental Health Salary fund	32,167	(32,167)	-
	<u>43,500</u>	<u>(50,995)</u>	<u>(7,495)</u>
TOTAL FUNDS	<u>891,133</u>	<u>(875,265)</u>	<u>15,868</u>

RELATE COVENTRY & WARWICKSHIRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022**

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	579,426	35,229	614,655
Property	275,000	-	275,000
	<u>854,426</u>	<u>35,229</u>	<u>889,655</u>
Restricted funds			
Children in Need	7,495	(7,495)	-
Primary Mental Health Salary fund	-	2,878	2,878
	<u>7,495</u>	<u>(4,617)</u>	<u>2,878</u>
TOTAL FUNDS	<u>861,921</u>	<u>30,612</u>	<u>892,533</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,793,414	(1,758,185)	35,229
Restricted funds			
Children in Need	11,333	(18,828)	(7,495)
Primary Mental Health Salary fund	57,667	(54,789)	2,878
	<u>69,000</u>	<u>(73,617)</u>	<u>(4,617)</u>
TOTAL FUNDS	<u>1,862,414</u>	<u>(1,831,802)</u>	<u>30,612</u>

General funds are unrestricted and result in the excess of unrestricted income over costs not incurred in restricted fund activities as well as governance expenses. They are to be used in the ongoing provision of the services to achieve the objectives of Relate. These funds can be readily applied as they are held as cash resources.

Children in Need - The grant is specifically used to employ 2 x 25 hour all year round counsellors to work with children and young people.

Primary Mental Health Salary fund - The funding is to employ 1 x 37 hour post to provide counselling and support across all schools in Coventry.

RELATE COVENTRY & WARWICKSHIRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022**

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

RELATE COVENTRY & WARWICKSHIRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	8,239	13,376
Grants	16,348	16,348
	<hr/> 24,587	<hr/> 29,724
Other trading activities		
Supervision	7,716	10,098
Investment income		
Rents received	23,938	22,116
Deposit account interest	378	491
	<hr/> 24,316	<hr/> 22,607
Charitable activities		
Client income	119,968	93,147
Contracted charitable services	489,265	337,315
Grants	302,813	318,860
	<hr/> 912,046	<hr/> 749,322
Other income		
Coronavirus Job Retention Scheme	2,616	79,382
	<hr/> 971,281	<hr/> 891,133
Total Incoming resources		
EXPENDITURE		
Charitable activities		
Wages	516,436	424,688
Social security	35,265	24,810
Pensions	10,093	7,381
Premises costs	2,263	1,009
Telephone	145	410
Other office costs	1,643	1,308
Sundries	1,503	7,986
Motor and travelling	1,848	1,395
Training	4,368	4,720
Public relations	-	186
Supervision	2,030	1,485
Therapeutic resources	26	32
Sub-contractors	38,729	29,347
Recruitment	479	293
Carried forward	614,828	505,050

This page does not form part of the statutory financial statements

RELATE COVENTRY & WARWICKSHIRE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2022

	2022 £	2021 £
Charitable activities		
Brought forward	614,828	505,050
Fixtures and fittings	1,014	426
Computer equipment	3,868	2,909
	<hr/>	<hr/>
	619,710	508,385
 Support costs		
 Management, administration & premises		
Wages	195,212	223,630
Social security	6,334	8,508
Pensions	9,157	10,575
Premises costs	65,448	54,944
Telephone	8,457	7,825
Other office costs	10,604	8,849
Sundries	2,200	1,550
Motor and travelling	418	93
Training	6,296	3,000
Public relations	1,496	-
Federation charges	22,502	20,157
Bank charges	2,317	2,175
Therapeutic Resources	-	142
Short leasehold	-	11,559
	<hr/>	<hr/>
	330,441	353,007
 Governance costs		
Accountancy fees	6,300	13,860
Legal fees	26	-
Professional fees	60	13
	<hr/>	<hr/>
	6,386	13,873
 Total resources expended	<hr/>	<hr/>
	956,537	875,265
 Net Income	<hr/>	<hr/>
	14,744	15,868

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