

Nightline Association

(A Company Charity limited by guarantee)

Annual Report & Financial Statements for the year ended

31st December 2020

(Registered Charity Number: 1112793)
(Registered Company Number: 05436297)

Nightline Association

(A Company Charity limited by guarantee)

Contents

Index	Page
Directors' (Trustees') Annual Report	1
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Accounts	9

Nightline Association Board of Directors and Trustees

Trustee	Office held	Dates acted if not for the complete year
Emily Wheeler	Chair	
Tommer Spence	Vice Chair	
Brendan Mahon		
Joe Martin		
Rose Ahier		
Simi Oyesanya		
Binny Arora		Until 18 April 2020
Matthew Axbey		Since 2 May 2020
Aisling Curtis		Since 2 May 2020
Martin Smith		Since 21 May 2020
Jess Hudson		Since 13 July 2020

Performance

In 2020, Nightlines continued to provide vital support to students across the UK and Ireland, with services available to over 1.5 million students enrolled at higher education institutions.

The COVID-19 pandemic has upended our way of life, something Nightline has not escaped. The provision of out-of-hours services increased in importance, but delivering these vital services became more difficult to do safely.

March saw the beginning of lockdown, with the associated impact on universities and students. Our members immediately saw the importance of continuing to offer support to students in their communities, but the traditional Nightline office was no longer a suitable place for volunteers to spend the night. As ever, the ingenuity of our volunteers meant that alternative methods of support were quickly developed.

Many Nightlines moved to online-only support methods, including anonymised instant messaging and email services, supported by Nightline Association's proprietary software.

The Association was able to step in and support Nightlines during this challenging time, providing guidance and support to ensure quality of services and safety of volunteers.

During the pandemic, the Association has continued to fulfil one of its key objectives through providing training for Nightline volunteers. Traditionally, much of this training would be delivered face-to-face, through a series of conferences run across the UK, available to Nightline volunteers to attend. The ongoing restrictions to combat the COVID-19 pandemic have meant that these were no longer viable.

The Association quickly moved to deliver an online conference, to a larger number of volunteers than would have been able to attend in person. Something that has traditionally been thought of as a challenge, the geographically distributed nature of the Association's volunteers, suddenly became a valuable asset. Whilst the country at large was grappling with video conferencing software, our volunteers and staff were already used to collaborating at distance, stepping smoothly into a digital-first way of working.

Through our online conferences, the Association delivered valuable training as well as ensuring that opportunities for networking, sharing of best practice and learning about different challenges faced by member Nightlines were protected. The 2020 Spring

Conference was also an opportunity for the annual awards ceremony, celebrating best-practice and recognising the exceptional contribution made by student volunteers to their university communities. Finally, the Association hosted several online Away Days, for Association volunteers to meet virtually and conduct the business of the charity.

Another key objective for the Association is for all Nightlines to achieve accreditation through the Association's Good Practice Guideline (GPG) scheme. The GPGs were updated in 2019, to ensure that they represent the latest developments in best practice and relevant changes to legislation. The 2019 update brought in the third version of the Guidelines (GPGv3), and all eligible Nightlines are working towards accreditation to GPGv3, or will be when they are next required to do so as part of the 3-yearly cycle. All eligible Nightlines are accredited to at least version 2 of the Guidelines.

The Association has been carrying out a review of best practice in suicide policy, with a view to updating the GPGs. This review took place throughout 2020, despite the covid-19 pandemic, and the resulting update will be brought forward at the 2021 Spring Conference to seek the agreement of member Nightlines.

The Association's Financial Position

Financially, the Association continues to be in good standing, with income of £75,978 in 2020 (vs £113,819 in 2019). The Association's income has remained relatively insulated from the impacts of the pandemic, whilst our largest costs have been depressed, including volunteers travelling across the UK and Ireland to meet in person. The bulk of the Association's funding for 2020 came from a block grant from Nominet, to deliver digital transformation work (the funds were received in 2019 and spent in 2020). The remainder of 2020's income came from a grant towards our suicide calls training, trust fund grants, corporate support, affiliation fees from member Nightlines and small community fundraising. The Association's income stream is increasingly diversified, improving the charity's financial stability moving forward.

Total expenditure in 2020 was £79,967 (vs £38,957 in 2019). The significant increase includes £35,160 on the Nominet funded digital transformation activities and £21,838 on staff costs to deliver the suicide calls training project. Conference and travel costs were down, reflecting the lack of in-person conferences, which were traditionally our largest expense following staff salaries.

At the end of 2020, the Association carries forward a total of £153,511 of which £22,289 is restricted, with the remaining £131,222 being unrestricted. Unrestricted funds include the charity's reserves, with the remainder earmarked for 2021 and future year activities. The Trustee Board remains confident in the Association's ability to continue to operate throughout 2021 and beyond.

Personnel

At the end of 2019, the Association employed a part-time Project Coordinator to oversee the delivery of our suicide calls training and suicide policy review. This is currently the Association's only paid role, and is funded through 2020 thanks to the generous support of The Charlie Waller Trust, Accenture and The Matthew Elvidge Trust. The Association took advantage of the Government's Coronavirus Job Retention Scheme ("furlough") in order to protect the staff role when delivery of activities against the restricted project was not possible.

The work of the Association is only made possible through the significant contributions of our volunteers, donors and staff. We would like to thank those involved with the Association for their continued support which has allowed the delivery of services to Nightlines and to raise awareness of our objectives.

Relationships with external parties

The Association is a member of the following membership organisations:

- National Council of Voluntary Organisations (NCVO)
- Helplines Partnership
- Foundation for Social Improvement (FSI)
- Small Charities Coalition

Benefits of membership include specialist advice and training for Nightline Association volunteers, Trustees and staff.

The Association is also a member of the following networks:

- National Suicide Prevention Alliance (NSPA)
- UK Council for Graduate Education (UKCGE) Postgraduate Mental Health Work Stream
- Mental Well-being in Higher Education (MHWBHE) Group

The Association continues to share information, research and resources with other charities and groups tackling similar issues including: Samaritans; National Union of Students (NUS), Helplines Partnership and Student Minds. Three Rings CIC supports the Association through the provision of IT software.

There are around 120 institutions, along with their Students' Unions and students' associations who support Nightlines services locally through the provision of telephones, rooms, internet connections and IT as well as financial support to run training events.

Beyond 2020

The continuing impact of the COVID-19 pandemic will be felt by Nightline Association, and our members, for some time to come. The Association's resilience and natural ability for innovation has enabled us to continue to operate throughout 2020 and the Trustees are confident that we will continue to provide our vital services to student communities long after the pandemic has ended. The 2021 Spring Conference is expected to take place virtually once again, and support will continue to be offered at distance.

Going forward, a large part of the Association's focus will be on supporting member helplines through uncertain times, as the pandemic continues and its impacts on the higher education sector become more fully known.

Trustees' responsibilities in relation to financial statements

Company law requires the Trustees to prepare final statements each financial year, which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for the year. In preparing those financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that 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 safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees, who are the Directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out in this document.

Disclosure of information

In so far as the Trustees are aware:

- there is no relevant information of which the Charity's Independent Examiner is unaware, and
- the Trustees have taken the necessary steps to be aware of the information, which would be relevant for the independent examination purpose and have communicated them to the Independent Examiner.

Exemptions from Disclosure

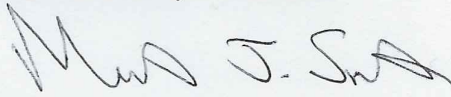
The Trustees have taken advantage of the exemption available to small companies in relation to the preparation of small company accounts under Section 381 of the Companies Act 2006 ("The Act") and the exemption from audit under Sections 476 and 477 of The Act.

Declaration

The Trustees declare that they have approved the Trustees Annual Report and Accounts.

Signed on behalf of the Charity's Trustees:

Signature



Full name

MARTIN JOHN SMITH

Position

TREASURER

Date

16TH MAY 2021

Independent examiner's report to the trustees of Nightline Association

I report on the accounts of: **Nightline Association**
for the year ended: **31 December 2020** which are set out on pages 7 to 15.

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').

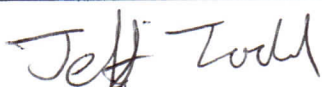
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

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

- 1 accounting records were not kept in respect of the Trust as required by section 386 of the Act; or
- 2 the accounts do not accord with those records
- 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.



Jeff Todd (FCA)

Outsource independent examination
service

The Hiscox Building
Peasholme Green
York YO1 7PR



Date:

Nightline Association

Statement of Financial Activities for the year ended: 31st December 2020

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income from:					
Grants, donations and legacies	3.1	40,679	15,314	55,993	99,819
Charitable activities	3.2	6,340	-	6,340	11,417
Fundraising income	3.3	13,626	-	13,626	2,546
Investments	3.4	19	-	19	37
Total income	3	60,664	15,314	75,978	113,819
Expenditure on:					
Raising funds	4.1	754	-	754	1,513
Charitable activities	4.2	14,470	64,743	79,213	37,444
Total expenditure	4	15,224	64,743	79,967	38,957
Net income		45,440	(49,429)	(3,989)	74,862
Gross transfers between funds		-	-	-	-
Net movement in funds		45,440	(49,429)	(3,989)	74,862
Total funds brought forward		85,782	71,718	157,500	82,638
Total funds carried forward		131,222	22,289	153,511	157,500

Nightline Association
(Registered Charity Number: 1112793)
(Registered Company Number: 05436297)

Balance Sheet as at:

31st December 2020

	Note	2020	2019
Current Assets			
Prepayments		1,072	-
Cash at bank and in hand	7	152,996	158,000
Total Current Assets		154,068	158,000
Current Liabilities: Amounts falling due within one year			
Creditors and accruals	8	(557)	(500)
Net Current Assets		153,511	157,500
Net Assets		153,511	157,500
Funds of the Charity			
Unrestricted Funds (General)	9	131,222	85,782
Restricted Funds	9	22,289	71,718
Total Funds Carried Forward	9&10	153,511	157,500

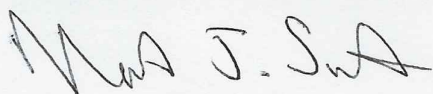
The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors (trustees) acknowledge their responsibilities for:

- i) ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- ii) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss 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 company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the 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 (Charities SORP (FRS 102)).

The financial statements were approved by the trustees and signed on their behalf by:

 16/5/2021
Trustee

Nightline Association

Notes to the accounts for the year ended:

31st December 2020

1 Basis of preparation

1.1 Basis of accounting

The financial statements are prepared under the historical cost convention and the 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 (Charities SORP (FRS 102)).

1.2 Change of basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

1.3 Change to previous accounts

No changes have been made to accounts for previous years.

2 Accounting policies

Income and endowments

Recognition of income

Income is recognised in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- receipt is probable; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has evidence of entitlement to the resources and receipt is probable.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Expenditure and Liabilities

Expenditure

Raising funds

Cost of raising funds comprise those costs associated with attracting voluntary income.

Charitable activities

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Liability recognition

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

Fund accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor.

Nightline Association

Notes to the accounts for the year ended: 31 December 2020

3 Income	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
3.1 Grants, donations and legacies						
Nominet	-	-	-	-	43,200	43,200
Suicide	-	5,000	5,000	-	22,500	22,500
National Lottery Community Fund	-	7,000	7,000	-	-	-
HMRC Furlough payments	-	3,314	3,314	-	-	-
Corporate donations	8,000	-	8,000	9,955	-	9,955
Trust fund donations	20,758	-	20,758	11,150	-	11,150
Donations	11,921	-	11,921	12,111	903	13,014
	40,679	15,314	55,993	33,216	66,603	99,819
3.2 Charitable activities						
Subscriptions	6,340	-	6,340	6,992	-	6,992
Management charges	-	-	-	250	-	250
Conference fees	-	-	-	4,170	-	4,170
Other income	-	-	-	5	-	5
	6,340	-	6,340	11,417	-	11,417
3.3 Fundraising income	13,626	-	13,626	2,546	-	2,546
3.4 Investments						
Interest receivable	19	-	19	37	-	37
Total income	60,664	15,314	75,978	47,216	66,603	113,819

Nightline Association

Notes to the accounts for the year ended: 31 December 2020

4 Expenditure	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019	Restricted funds 2019	Total 2019 £
4.1 Raising funds						
Fundraising costs	754	-	754	1,513	-	1,513
4.2 Charitable activities						
Staff salaries	1,209	20,629	21,838	-	12,058	12,058
Staff training & expenses	-	69	69	-	378	378
Volunteer training & expenses	408	-	408	1,131	-	1,131
Other staff - Tribal	-	-	-	-	102	102
Virtual assistant	-	-	-	840	-	840
University Nightlines	-	2,778	2,778	-	-	-
Intelligence Dashboard	-	35,040	35,040	-	-	-
IT & Phones	386	342	728	-	-	-
Conference expenses	10,961	2,249	13,210	15,187	-	15,187
Away Days	201	-	201	1,267	-	1,267
Website	-	1,966	1,966	-	-	-
Suicide project	-	-	-	-	3,400	3,400
Suicide volunteer training	-	272	272	-	779	779
Suicide virtual assistant	-	1,110	1,110	-	370	370
Office & running costs	77	-	77	634	-	634
Insurance	29	-	29	548	-	548
Communications - NLAW	75	-	75	-	-	-
Trustee expenses	284	-	284	-	-	-
Independent examination	480	-	480	500	-	500
Professional fees	360	288	648	250	-	250
	14,470	64,743	79,213	20,357	17,087	37,444
Total expenditure	15,224	64,743	79,967	21,870	17,087	38,957

Nightline Association

Notes to the accounts for the year ended: 31st December 2020

5 Trustee expenses & examination fees

	2020	2019
	£	£
5.1 Trustee expenses		
Expenses paid to trustees	<u>284</u>	<u>431</u>

Number of trustees receiving expenses	<u>4</u>	<u>4</u>
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	2020	2019
	£	£
5.2 Fees for examination of the accounts		

Independent Examiner's fees for reporting on the accounts	<u>480</u>	<u>500</u>
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Other fees paid to the Independent Examiner	<u>-</u>	<u>-</u>
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6 Staff costs and emoluments

	2020	2019
	£	£
Gross wages, salaries and	21,209	11,605
Employers National Insurance	-	-
Employers pension	<u>629</u>	<u>453</u>
	<u>21,838</u>	<u>12,058</u>

Average number of employees	<u>1</u>	<u>1</u>
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7 Cash at bank and in hand

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Current bank account	<u>130,707</u>	<u>22,289</u>	<u>152,996</u>	<u>158,000</u>

8 Creditors and accruals

	2020	2019
	£	£
Amounts falling due within one year		
Accruals and deferred income	<u>557</u>	<u>500</u>
	<u>557</u>	<u>500</u>

9 Movement of funds

9.1 Movement of major funds

2020

Fund Name	Balance b/fwd	Incoming resources	Outgoing resources	Transfers	Balance c/fwd
Unrestricted Funds					
General funds	85,782	60,664	15,224	-	131,222
	<u>85,782</u>	<u>60,664</u>	<u>15,224</u>	<u>-</u>	<u>131,222</u>
Restricted					
Suicide project	17,951	8,314	22,498	7,673	11,440
Nominet	43,200	-	35,160	-	8,040
Community Fund	-	7,000	4,215	-	2,785
CWP Training	7,673	-	-	(7,673)	-
Tribal funding	116	-	92	-	24
Just Giving	2,778	-	2,778	-	-
	<u>71,718</u>	<u>15,314</u>	<u>64,743</u>	<u>-</u>	<u>22,289</u>
Total Funds	<u>157,500</u>	<u>75,978</u>	<u>79,967</u>	<u>-</u>	<u>153,511</u>

2019

Fund Name	Balance b/fwd	Incoming resources	Outgoing resources	Transfers	Balance c/fwd
Unrestricted Funds					
General funds	61,116	47,216	21,870	(680)	85,782
	<u>61,116</u>	<u>47,216</u>	<u>21,870</u>	<u>(680)</u>	<u>85,782</u>
Restricted					
Comic relief	1,511	-	-	(1,511)	-
Simplyhealth	10,245	-	12,436	2,191	-
CWP Training	7,673	-	-	-	7,673
Tribal funding	218	-	102	-	116
Just Giving	1,875	903	-	-	2,778
Suicide project	-	22,500	4,549	-	17,951
Nominet	-	43,200	-	-	43,200
	<u>21,522</u>	<u>66,603</u>	<u>17,087</u>	<u>680</u>	<u>71,718</u>
Total Funds	<u>82,638</u>	<u>113,819</u>	<u>38,957</u>	<u>-</u>	<u>157,500</u>

9.2 Details of Funds Held

Unrestricted Funds (General)

The General fund is unrestricted and available for general purposes.

Restricted Funds

The restricted funds are only available for the purposes specified for each fund, which are:

Suicide project

To fund training for Nightline volunteers on suicide calls

Nominet

To fund digital transformation projects

National Lottery Community Fund

Coronavirus response community support

CWP training

To fund train the trainers on suicide prevention

Tribal funding

To fund an IT project

Just Giving

To fund local Nightline services in particular areas. The amount donated for such services in the previous year was transferred to this fund at 1 January 2020.

Comic relief

To fund salaries and general running costs

Simplyhealth

To fund staff salaries and expenses in 2019

9.3 Transfers between funds

These represent the combination of the CWP suicide prevention training with the Suicide project and in 2019 represent the approved amounts to meet the deficit on the Simplyhealth fund

10 Net assets between funds

2020	Unrestricted Funds	Restricted Funds	Total 2020
At 31st December 2020	£	£	£
Current assets	131,779	22,289	154,068
Current liabilities	(557)	-	(557)
	<u>131,222</u>	<u>22,289</u>	<u>153,511</u>
2019	Unrestricted Funds	Restricted Funds	Total 2019
At 31st December 2019	£	£	£
Current assets	86,282	71,718	158,000
Current liabilities	(500)	-	(500)
	<u>85,782</u>	<u>71,718</u>	<u>157,500</u>