

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022  
FOR  
NEWPORT CAB  
(OPERATING TITLE: NEWPORT CITIZENS ADVICE)**

Watts Gregory LLP  
Chartered Accountants & Statutory Auditors  
Elfed House  
Oak Tree Court  
Cardiff Gate Business Park  
CARDIFF  
County of Cardiff  
CF23 8RS

	Page
Report of the Trustees	1 to 6
Report of the Independent Auditors	7 to 9
Statement of Financial Activities	10
Balance Sheet	11
Cash Flow Statement	12
Notes to the Cash Flow Statement	13
Notes to the Financial Statements	14 to 25

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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2022**

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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).

**OBJECTIVES AND ACTIVITIES**

**Objects**

The charity's objects are to promote any charitable purpose for the public benefit of the community by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress in particular, but without limitation for the benefit of the community in Wales and England.

**The service aims:**

- to provide the advice people need for the problems they face
- to improve the policies and practices that affect people's lives

**Public benefit**

The organisations trustees can confirm that they have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission. Significant activities that we undertook during the year that demonstrate public benefit are set out below.

**Significant activities, achievements and performance**

During 2021-22 the organisation achieved the following:

- Delivery of continued strong performance across all the services of the organisation in challenging circumstances;
- Obtained continuation of funding across all aspects of the organisation's services and additional funding for income maximisation work;
- Annual income gains for clients of more than £3.2 million;
- During the year we saw over 7,800 clients and provided advice on 28,000 issues.

**Covid 19 and Cost of Living Crisis**

The Covid 19 pandemic continued to have an impact on the provision of face to face services throughout the year. Face to face and drop in services have been resumed but at a reduced level due to limited availability of appropriate venues and also due to challenges in managing demand. As face to face services have resumed the impact of cost of living challenges is being felt with increasing demand for fuel vouchers, discretionary assistance fund payments and food bank referrals.

Summary of main activities of the charity in relation to its objects:

**Open Door**

The open door service is open to the public during the week for advice on all subjects. This was predominantly delivered remotely via telephone or video appointments at the start of the year but has increasingly been provided in person as face to face services start to resume. 2,980 clients were helped through the open door service.

**Single Advice Fund (Generalist Service)**

This service is funded by the Welsh Government to provide generalist advice on all subjects. It was originally delivered as a significantly outreach based service but now works alongside the open door service in Corn Street with only limited outreach provision. This is due to lack of availability of open access community venues. 2,882 clients were helped through this service during the year.

**Information, Advice and Assistance Service (NCC - Social Services)**

The service continues to provide advice to help prevent or delay the development of peoples need for care and support. In 2021-22 the project provided service to 536 clients and generated financial gains of £850,000.

## **OBJECTIVES AND ACTIVITIES**

### **Help to Claim (Universal Credit Support)**

This project is funded by the Department for Work and Pensions, contracted through national Citizens Advice. The purpose of the funding is to provide support to clients wishing to make a claim for Universal Credit with support up to the first regular payment of Universal Credit. The project was designed to assist clients on a face to face basis or through the national help to claim and webchat service. Since Mid-March 2020 it has not been possible to offer a face to face service. The project changed in key performance indicators during the year to reflect lower demand for the national service. The service assisted 962 clients during 2021-22

### **Single Advice Fund (Claim What's Yours)**

Claim What's Yours is a Welsh Government funded telephone service that commenced in October 2021 to help clients identify and claim welfare benefits they may be entitled to. Staff from Newport Citizens advice assisted 565 clients through this service in 2021-22

### **Single Advice Fund (Specialist Debt, Employment and Discrimination)**

This service is funded by the Welsh Government to provide specialist debt advice and casework for clients in Newport and south Monmouthshire, and specialist employment and discrimination advice and casework to clients across south, mid and west Wales. There is also a specialist telephone service providing employment and discrimination advice for clients throughout Wales.

During the year advisers provided specialist debt, discrimination and employment advice services to 3,383 clients.

### **Homelessness Prevention Debt Support.**

This project, funded by Newport City council through the Housing Support Grant, provides a dedicated debt advice service to support those at risk of homelessness. During the year this service assisted 130 clients.

### **EU Citizens Rights Project**

This is a Welsh Government funded project to assist EU and EEA nationals There are 2 strands to the funding. The generalist service provides advice and assistance with settlement applications and the specialist service provides advice and casework on employment and discrimination issues affecting EU/EEA nationals. The service delivered by Newport Citizens Advice covers the south east Wales region.

During the year, 575 clients and their families were assisted by the service

### **Families First**

The Families First project, funded by Welsh Government via Newport City Council, provides specialist support and income maximisation help to families with disabilities. During 2021-22 138 clients were assisted.

### **Warmer Wales**

This is a small project funded by the British Gas Energy Trust to provide energy assistance to clients on a face to face basis and provides full help with all aspects of energy issues that may affect a client. This includes debt, supplier switching, complaints and energy efficiency. In 2021-22 it assisted 94 clients.

### **Single Advice Fund Test and Learn**

This service is funded by the Welsh Government and aims to assist clients with learning disabilities with income maximisation. During 2021-22 112 clients were helped.

### **Mental Health Welfare Rights Service**

This project funded by Aneurin Bevan Health Board provides a holistic advice and support to people receiving care from secondary mental health services. Newport Citizens Advice is the project lead and works in partnership with Citizens Advice Caerphilly Blaenau Gwent Citizens Advice and Citizens Advice Torfaen. During the year the Newport office assisted 194 clients.

### **Other Services and Clinics**

Newport Citizens Advice hosts a number of other services that can be accessed by our clients and are provided by external organisations.

- Housing advice sessions by Shelter Cymru
- Newport Food Bank
- Polish Embassy Passport Clinics
- Pobl Housing

## OBJECTIVES AND ACTIVITIES

### Performance & Monitoring

Quarterly performance related monitoring is produced and reported to relevant funders for each project. Outcomes are measured against targets - as detailed above, most projects either meet or exceed their targets. Any under-performance is addressed appropriately.

### Fundraising activities

The charity attracts limited donations from members of the public. However, the majority of funding is via grants or contracts from statutory and other bodies.

### Employment of disabled persons

The charity is an equal opportunities employer and encourages applications from all members of the community. The charity follows the policies and principles of Citizens Advice, the nationwide umbrella organisation for all local Citizens Advice organisations in the England and Wales.

## FINANCIAL REVIEW

### Principal funding sources

The principal funding sources of the charity:

- Newport City Council
- Welsh Government
- Aneurin Bevan University Health Board
- DWP through National Citizens Advice
- British Gas Energy Trust, through Citizens Advice Cymru

### Reserves policy

Newport Citizens Advice will seek to maintain sufficient reserves to ensure that the service can continue to meet all its statutory and other legal commitments for a minimum of three months. Reserves are held to ensure smooth running of the organisation following payments received in arrears from funders. Having reviewed the risks faced by the bureau, trustees believe that this level of reserves would normally be sufficient to cover risks such as:

- potential redundancy
- increase in premises costs
- reliability of income sources
- underperformance on contracted funds
- other opportunities, contingencies or unforeseen costs

The Board will consider the need for any revisions to the content of this policy at the same time as assessing the level of reserves required.

A detailed cash flow forecast is used to ensure financial risks are monitored closely and kept to an absolute minimum.

The aim is to set aside reserves amounting to three months operating costs, including a contingency to cash flow funded projects as and when required, which would equate to approximately £280,000.

### Use of excess reserves

Trustees have agreed that reserves in excess of the stated policy amounts should only be held for specific and designated purposes. Any additional reserves should be applied to support activities in keeping with the charity's objects

At 31 March 2022 the amount of restricted funds was £3,639.

### Note on current reserves position

Unrestricted funds stand at £575,924. The Board have approved a designated fund for redundancy costs of £90,000 should be carried forward into 2022/23. Additional designated funds have been set up in the year for a business development manager of £70,000 and cost of living support of £60,000. The general fund stands at £355,924. Tangible fixed assets represent £41,386 leaving £314,538 as the charity's free reserves.

## **FINANCIAL REVIEW**

### **Going concern**

The outbreak of coronavirus (Covid-19) was confirmed to be a global pandemic by the World Health Organisation on 11 March 2020. This resulted in several measures being taken globally by governments to protect the wellbeing of the population. The charity continues to follow government guidance to safeguard our people. Our continued focus is to deliver our charitable objectives and ensure the wellbeing and safety of staff and clients.

The Board have considered the charity's ability to continue as a going concern taking into account the impact of Covid-19. Several factors have been considered by the Board when forming their conclusions as to whether the use of the going concern basis is appropriate when preparing these statements including liquidity, cash resources, liabilities, future funding and support available from various government initiatives.

The trustees have concluded that the charity has a reasonable expectation that there will be adequate resources to continue to operate for at least 12 months from the date of signing these financial statements.

## **FUTURE DEVELOPMENTS**

In 2022-2023 Newport Citizens Advice is committed to:

- Develop and improve service access in particular through development of community-based advice
- Continue to be a leading provider of information and advice
- Develop and maintain flagship specialist services for employment and discrimination advice
- Develop and maintain targeted services to support people with health and social care needs including mental health needs
- Support our people
- Ensure equalities is at the heart of all that we do

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Newport Citizens Advice Bureau, also known as Newport Citizens Advice, is a registered charity and a company limited by guarantee. The charity is governed by its Memorandum and Articles of Association.

### **Recruitment and appointment of new trustees**

The charity actively seeks new trustees from the general public, users of the service and appropriate organisations, via direct contact and distribution of promotional materials. Trustees are selected on the basis of the skills, knowledge and experience they are able to bring to the bureau.

### **Organisational structure**

Overall responsibility for the management of the bureau rests with the Trustee Board which is responsible for setting the strategic direction of the organisation and the policy of the charity. Board members are both charity trustees and company directors. The trustees carry the ultimate responsibility for the conduct of the bureau and for ensuring that the charity satisfies its legal and contractual obligations. Trustees meeting as a minimum quarterly. Day-to-day operational responsibility for the organisation is delegated to the Chief Executive Officer.

Remuneration of all staff, including key management personnel is set by the Trustee Board in line with Local Authority pay scales and market rates within Citizens Advice and the local area.

### **Induction and training of new trustees**

Newly appointed trustees are provided with a comprehensive induction to the bureau through the provision of induction material, training courses and mentoring by established trustees. The charity adopts the policies and procedures produced by Citizens Advice.

### **Wider network**

The charity is a member of Citizens Advice, a nationwide umbrella organisation for all local Citizens Advice in the UK, which provides a framework for standards of advice and casework management as well as monitoring compliance with these standards.

## NEWPORT CAB

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

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#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Risk management

The principal risk to the charity is a change in its current funding. Performance is scrutinised by the Board of Trustees to ensure maintenance of current funding. The charity actively seeks to diversify its funding sources.

Both internal and external risks have been evaluated and steps taken to mitigate these risks. Internal risks have been reduced by the development and implementation of sound financial and other procedures. External risk has been addressed by diversification of our funding base and promotion of the benefits of the service we offer at a local and regional level.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Company number

06030995 (Not specified/Other)

##### Registered Charity number

1118855

##### Registered office

8 Corn Street  
NEWPORT  
NP20 1DJ

##### Trustees

T Jones	Chair	
C Suller	Vice-chair	
J Hine	Treasurer	
J Guy		- resigned 21/06/2021
J Harris		
D Jouvenat		
G Pankhurst		
A Blackmore		- appointed 17/06/2021
C Heath		- appointed 17/06/2021, resigned 26/08/2021
D Reed		- appointed 22/02/2022

##### Key Management Personnel

C S Lane	Chief Officer
S Collis	Resources Manager
R Hustler	Specialist Services Manager
D Miliken	Generalist Services Manager

##### Company Secretary

C S Lane

##### Auditors

Watts Gregory LLP  
Chartered Accountants & Statutory Auditors  
Elfed House  
Oak Tree Court  
Cardiff Gate Business Park  
CARDIFF  
County of Cardiff  
CF23 8RS

##### Bankers

Unity Trust Bank PLC  
Nine Brindleyplace  
BIRMINGHAM  
B1 2HB

## NEWPORT CAB

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

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#### STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Newport CAB for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

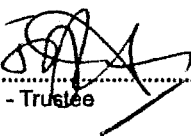
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

#### STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Approved by order of the Board of Trustees on .....18/12/22..... and signed on its behalf by:

  
.....  
J D Hine - Trustee



## REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF NEWPORT CAB

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### Opinion

We have audited the financial statements of Newport CAB (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. However, because not all future events or conditions can be predicted, this statement is not a guarantee as to the charity's ability to continue as a going concern in exceptional or unforeseen circumstances.

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

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

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

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

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

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

**Responsibilities of trustees**

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

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

**Our responsibilities for the audit of the financial statements**

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

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

Based on our understanding of both the company and industry, we identified the principal risks of non-compliance with laws and regulations, and considered the extent to which any non-compliance might have on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and ensured that all those involved in the audit undergo regular update training, including on how to identify or recognise fraud and non-compliance with laws and regulations.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting inaccurate journals. We addressed these risks by carrying out specifically targeted procedures, which included:

- discussions with management, including consideration of any known or suspected instances of non-compliance with laws and regulations and/or fraud;
- reading minutes of meetings of those charged with governance;
- considering the appropriateness of journal entries and other adjustments;
- evaluating the reasons for any large or unusual transactions;
- reviewing disclosures in the financial statements to underlying supporting documentation

As outlined above, reasonable assurance is a high level of assurance, but is not a guarantee that a material misstatement may always be detected. The extent to which our procedures are capable of detecting material misstatements or irregularities, including fraud, is therefore subject to the inherent limitations of an audit. There is therefore, an unavoidable risk that a material misstatement may not come to light, in particular, where non-compliance with laws and regulations are remote from events and transactions reflected in the financial statements or where fraud or errors arise due to intentional misrepresentation, forgery, concealment, management override and/or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
NEWPORT CAB**

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**Use of our report**

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

Julia Mortimer (Senior Statutory Auditor)  
for and on behalf of Watts Gregory LLP  
Chartered Accountants & Statutory Auditors  
Elfed House  
Oak Tree Court  
Cardiff Gate Business Park  
CARDIFF  
County of Cardiff  
CF23 8RS

20 December 2022

NEWPORT CAB

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 £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	127,048	-	127,048	129,158
<b>Charitable activities</b>					
Generalist Advice		10,000	604,470	614,470	575,340
Specialist Advice		191,761	490,551	682,312	636,488
Other trading activities	4	650	-	650	-
Investment income	5	355	-	355	599
<b>Total</b>		<u>329,814</u>	<u>1,095,021</u>	<u>1,424,835</u>	<u>1,341,585</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	7				
Generalist Advice		28,475	616,743	645,218	573,696
Specialist Advice		228,190	491,186	719,376	691,741
<b>Total</b>		<u>256,665</u>	<u>1,107,929</u>	<u>1,364,594</u>	<u>1,265,437</u>
<b>NET INCOME</b>		73,149	(12,908)	60,241	76,148
Transfers between funds	18	25,532	(25,532)	-	-
Net movement in funds		98,681	(38,440)	60,241	76,148
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		477,243	42,079	519,322	443,174
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>575,924</u>	<u>3,639</u>	<u>579,563</u>	<u>519,322</u>

The notes form part of these financial statements

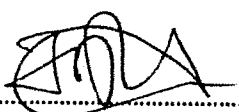
**NEWPORT CAB (REGISTERED NUMBER: 06030995)**

**BALANCE SHEET  
31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	14	41,386	-	41,386	45,259
<b>CURRENT ASSETS</b>					
Debtors	15	19,480	66,329	85,809	316,829
Cash at bank		<u>575,465</u>	<u>(60,525)</u>	<u>514,940</u>	<u>357,435</u>
		594,945	5,804	600,749	674,264
<b>CREDITORS</b>					
Amounts falling due within one year	16	<u>(60,407)</u>	<u>(2,165)</u>	<u>(62,572)</u>	<u>(200,201)</u>
<b>NET CURRENT ASSETS</b>		<u>534,538</u>	<u>3,639</u>	<u>538,177</u>	<u>474,063</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>575,924</u>	<u>3,639</u>	<u>579,563</u>	<u>519,322</u>
<b>NET ASSETS</b>		<u>575,924</u>	<u>3,639</u>	<u>579,563</u>	<u>519,322</u>
<b>FUNDS</b>	18				
Unrestricted funds				575,924	477,243
Restricted funds				<u>3,639</u>	<u>42,079</u>
<b>TOTAL FUNDS</b>				<u>579,563</u>	<u>519,322</u>

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 14/12/22 and were signed on its behalf by:

  
.....  
J D Hine - Trustee

The notes form part of these financial statements

**NEWPORT CAB**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>173,495</u>	<u>(83,421)</u>
Net cash provided by/(used in) operating activities		<u>173,495</u>	<u>(83,421)</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(16,345)	(11,891)
Interest received		<u>355</u>	<u>599</u>
Net cash used in investing activities		<u>(15,990)</u>	<u>(11,292)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		157,505	(94,713)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>357,435</u>	<u>452,148</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>514,940</u></u>	<u><u>357,435</u></u>

The notes form part of these financial statements

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)	60,241	76,148
Adjustments for:		
Depreciation charges	20,218	19,972
Loss on disposal of fixed assets	-	31
Interest received	(355)	(599)
Decrease/(increase) in debtors	231,020	(292,381)
(Decrease)/increase in creditors	(137,629)	113,408
Net cash provided by/(used in) operations	<u>173,495</u>	<u>(83,421)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/4/21 £	Cash flow £	At 31/3/22 £
Net cash			
Cash at bank	<u>357,435</u>	<u>157,505</u>	<u>514,940</u>
	<u>357,435</u>	<u>157,505</u>	<u>514,940</u>
Total	<u>357,435</u>	<u>157,505</u>	<u>514,940</u>

**1. STATUTORY INFORMATION**

Newport CAB is a registered charity and private company limited by guarantee having no share capital. Members have agreed to contribute £1 in the event of a winding up. The company is incorporated in Wales in the United Kingdom. The registered office is 8 Corn Street, Newport, NP20 1DJ. The nature of the company's operations and principal activities is disclosed within the Report of the Trustees.

The financial statements are presented in Sterling (£), the company's functional currency, and rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**2. 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.

There have been no material departures from Financial Reporting Standard 102.

**Going concern**

The trustees have assessed the charity's ability to continue as a going concern taking into account the financial impacts of Covid-19 which are set out in the Report of the Trustees.

The charity has no external borrowings and manages its activities with positive unrestricted bank balances.

The trustees regularly review and manage short-term fluctuations in income streams and have established a minimum level of free reserves to allow for such fluctuations.

The charity's forecasts and projections show that the charity should be able to continue to operate and is well placed to manage its risks successfully in the coming 12 months.

The trustees, therefore, have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, they continue to adopt the going concern basis of accounting in preparing these financial statements.

**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.

This includes capital grants.

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

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions. This income is recognised where there is entitlement, when the receipt is probable and the amount can be measured reliably. Income is deferred when the amounts received are in advance of the performance of the service or event to which they relate.

Income from other trading activities is recognised as the related services are provided and there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Income is deferred when the amounts received are in advance of the delivery of the service or event to which it relates.

Investment income is recognised on a receivable basis.



**2. ACCOUNTING POLICIES - continued**

**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.

Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

Support costs are those costs that, whilst necessary to deliver an activity, do not themselves produce or constitute the output of the charitable activity. This includes governance costs which are those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity as well as a proportion of salaries based on an approximation of time spent in this area.

Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

**Allocation and apportionment of costs**

All costs are allocated between the expenditure categories on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

**Operating lease commitments**

Rentals applicable to operating leases where substantially all of the benefits and risks of the ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

The benefits of lease incentives are recognised in the profit and loss account over the lease period.

**Taxation**

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

**Pension costs and other post-retirement benefits**

The charity contributes to the personal pension schemes of some of its employees. Contributions payable to the schemes are charged to the statement of financial activities in the period to which they relate.

**Tangible fixed assets**

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

Fixtures & Fittings	- 20% straight line
Equipment	- 25% - Straight line

Fixed assets are initially recorded at cost.

**Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**Debtors**

Trade and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

**Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**2. ACCOUNTING POLICIES - continued****Funds structure****Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

**Designated funds**

Designated funds are created at the discretion of the board.

**Restricted funds**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund, together with a fair allocation of support and governance costs.

**3. DONATIONS AND LEGACIES**

	2022 £	2021 £
Donations	150	-
Grants	125,699	125,700
Other sundry income	<u>1,199</u>	<u>3,458</u>
	<u>127,048</u>	<u>129,158</u>

Grants received, included in the above, are as follows:

	2022 £	2021 £
Newport City Council - core grant	<u>125,699</u>	<u>125,700</u>

**4. OTHER TRADING ACTIVITIES**

	2022 £	2021 £
Shelter Cymru - service charge	<u>650</u>	<u>-</u>

**5. INVESTMENT INCOME**

	2022 £	2021 £
Bank interest receivable	<u>355</u>	<u>599</u>

**6. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	2022 £	2021 £
Grants	Generalist Advice	514,470	475,340
Newport Support Partnership - Information advice and assistance	Generalist Advice	100,000	100,000
Grants	Specialist Advice	490,551	446,488
Aneurin Bevan	Specialist Advice	<u>191,761</u>	<u>190,000</u>
		<u>1,296,782</u>	<u>1,211,828</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**6. INCOME FROM CHARITABLE ACTIVITIES - continued**

Grants received, included in the above, are as follows:

	2022	2021
	£	£
Newport City Council - funder scheme from Welsh Government	47,574	38,674
British Gas Energy Trust	20,034	19,869
Citizens Advice - Help to Claim	76,731	76,434
Welsh Government - EU Citizens Rights Project (Generalist Fund)	45,890	46,511
Welsh Government - Advice Link Cymru (Generalist Fund)	150,968	171,878
Welsh Government - Advice Link Cymru (Specialist Fund)	163,924	163,924
Welsh Government - Advice Link Cymru (Other Regions Fund)	78,749	78,752
Welsh Government - Advice Link Cymru (Remote Fund)	83,333	83,333
Welsh Government - EU Citizens Rights Project (Specialist Fund)	46,885	47,475
Wales COVID Resilience Fund	-	15,000
BEIS Remote Working Equipment Fund	-	2,839
Welsh Government - Income Maximisation	90,000	89,976
Welsh Government - Advice Link Employment Capacity Business Partners	29,983	29,983
Welsh Government - Advice Link Employment Capacity Business Taskforce	34,330	34,330
Welsh Government - Advice Link Remote Working	-	19,750
Welsh Government - Advice Link Surge Funding	-	3,100
Carers Trust	10,000	-
Newport City Council - Homeless Prevention Debt Support Service	35,756	-
Newport City Council - COVID funding	9,864	-
Welsh Government - Advice Link Claim What's Yours	81,000	-
	<u>1,005,021</u>	<u>921,828</u>

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 8) £	Support costs (see note 9) £	Totals £
Generalist Advice	608,858	36,360	645,218
Specialist Advice	<u>682,946</u>	<u>36,430</u>	<u>719,376</u>
	<u>1,291,804</u>	<u>72,790</u>	<u>1,364,594</u>

**8. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2022	2021
	£	£
Staff costs	976,397	828,826
Rent, rates and water	39,102	37,064
Insurance	4,589	4,083
Repairs and maintenance	6,894	4,895
Premises - Outreach room hire	375	750
Other staff and volunteer costs	10,080	3,158
Telephone	25,104	24,190
Printing, postage, stationery and general office	28,624	20,992
Sundry expenses	770	601
Disbursements	2,969	1,827
Training and conferences	3,369	676
IT and computer expenses	24,116	18,015
Subscriptions	6,165	7,177
Publicity and promotion	-	11
Restricted funding due to be repaid	984	-
Partnership funding	<u>162,266</u>	<u>193,755</u>
	<u>1,291,804</u>	<u>1,146,020</u>

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**9. SUPPORT COSTS**

	Staff costs £	Other costs £	Depreciation £	Governance costs £	Totals £
Generalist Advice	13,498	2,886	10,099	9,877	36,360
Specialist Advice	<u>13,524</u>	<u>2,888</u>	<u>10,119</u>	<u>9,899</u>	<u>36,430</u>
	<u>27,022</u>	<u>5,774</u>	<u>20,218</u>	<u>19,776</u>	<u>72,790</u>

**10. NET INCOME/(EXPENDITURE)**

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

	2022 £	2021 £
Auditors' remuneration	4,416	4,560
Auditors' remuneration for non audit work	1,909	1,909
Depreciation - owned assets	20,218	19,972
Deficit on disposal of fixed assets	-	31
Pension contributions	66,206	56,439
Lease payments recognised as an expense	<u>55,900</u>	<u>57,632</u>

**11. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 or for the year ended 31 March 2021.

**Trustees' expenses**

Expenses were paid by the charity on behalf of one trustee during the year of £292 (2021 - £291 to one trustee).

**12. STAFF COSTS**

	2022 £	2021 £
Wages and salaries	878,942	793,265
Social security costs	71,393	60,647
Other pension costs	<u>66,206</u>	<u>56,439</u>
	<u>1,016,541</u>	<u>910,351</u>

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

The average number of full-time and part-time staff were as follows:

	2022	2021
Average number of full time staff	22	18
Average number of part time staff	20	18
Equivalent number of full time staff	34	29

The total key management personnel remuneration benefits during the year was £198,292 (2021 - £191,354).

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

## 13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	129,158	-	129,158
<b>Charitable activities</b>			
Generalist Advice	-	575,340	575,340
Specialist Advice	190,000	446,488	636,488
Investment income	599	-	599
<b>Total</b>	<u>319,757</u>	<u>1,021,828</u>	<u>1,341,585</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Generalist Advice	62,782	510,914	573,696
Specialist Advice	229,244	462,497	691,741
<b>Total</b>	<u>292,026</u>	<u>973,411</u>	<u>1,265,437</u>
<b>NET INCOME</b>	27,731	48,417	76,148
<b>Transfers between funds</b>	<u>11,862</u>	<u>(11,862)</u>	-
<b>Net movement in funds</b>	39,593	36,555	76,148
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	437,650	5,524	443,174
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>477,243</u>	<u>42,079</u>	<u>519,322</u>

## 14. TANGIBLE FIXED ASSETS

	Fixtures & Fittings £	Equipment £	Totals £
<b>COST</b>			
At 1 April 2021	29,325	78,010	107,335
Additions	953	15,392	16,345
Disposals	-	(566)	(566)
At 31 March 2022	<u>30,278</u>	<u>92,836</u>	<u>123,114</u>
<b>DEPRECIATION</b>			
At 1 April 2021	16,632	45,444	62,076
Charge for year	5,431	14,787	20,218
Eliminated on disposal	-	(566)	(566)
At 31 March 2022	<u>22,063</u>	<u>59,665</u>	<u>81,728</u>
<b>NET BOOK VALUE</b>			
At 31 March 2022	<u>8,215</u>	<u>33,171</u>	<u>41,386</u>
At 31 March 2021	<u>12,693</u>	<u>32,566</u>	<u>45,259</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022**15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Trade debtors	19,480	38,000
Prepayments and accrued income	<u>66,329</u>	<u>278,829</u>
	<u>85,809</u>	<u>316,829</u>

**16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022	2021
	£	£
Trade creditors	10,602	108,910
Social security and other taxes	17,175	17,633
VAT	5,818	9,195
Other creditors	1,338	7,211
Accruals and deferred income	<u>27,639</u>	<u>57,252</u>
	<u>62,572</u>	<u>200,201</u>

**17. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2022	2021
	£	£
Within one year	43,515	44,640
Between one and five years	152,098	158,113
In more than five years	<u>145,313</u>	<u>182,813</u>
	<u>340,926</u>	<u>385,566</u>

**18. MOVEMENT IN FUNDS**

	At 1/4/21 £	Net movement in funds £	Transfers between funds £	At 31/3/22 £
<b>Unrestricted funds</b>				
General fund	387,243	73,149	(104,468)	355,924
Designated fund - redundancy costs	90,000	-	-	90,000
Designated fund – business development manager			70,000	70,000
Designated fund – cost of living support			<u>60,000</u>	<u>60,000</u>
	<u>477,243</u>	<u>73,149</u>	<u>25,532</u>	<u>575,924</u>
<b>Restricted funds</b>				
Newport City Council - Information, advice and assistance	-	3,639	-	3,639
Help to Claim	-	87	(87)	-
EU Citizens Rights Project - Generalist	-	111	(111)	-
Welsh Government - Advice Link Cymru (Generalist Fund)	20,910	(20,910)	-	-
Welsh Government - Advice Link Cymru (Remote Fund)	5,524	-	(5,524)	-
EU Citizens Rights Project - Specialist	-	(635)	635	-
Wales COVID Resilience Fund	8,078	(6,278)	(1,800)	-
Welsh Government - Advice Link Employment Capacity Business Partners	7,567	-	(7,567)	-
Welsh Government – Advice Link Claim	-	4,581	(4,581)	-
What's Yours				
Newport City Council - COVID funding	-	<u>6,497</u>	<u>(6,497)</u>	-
	<u>42,079</u>	<u>(12,908)</u>	<u>(25,532)</u>	<u>3,639</u>
<b>TOTAL FUNDS</b>	<u>519,322</u>	<u>60,241</u>	<u>-</u>	<u>579,563</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

18. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	329,814	(256,665)	73,149
<b>Restricted funds</b>			
Families First	47,574	(47,574)	-
Newport City Council - Information, advice and assistance	100,000	(96,361)	3,639
British Gas Energy Trust	20,034	(20,034)	-
Help to Claim	76,731	(76,644)	87
EU Citizens Rights Project - Generalist	45,890	(45,779)	111
Welsh Government - Advice Link Cymru (Generalist Fund)	150,968	(171,878)	(20,910)
Welsh Government - Advice Link Cymru (Specialist Fund)	163,924	(163,924)	-
Welsh Government - Advice Link Cymru (Other Regions Fund)	78,749	(78,749)	-
Welsh Government - Advice Link Cymru (Remote Fund)	83,333	(83,333)	-
EU Citizens Rights Project - Specialist	46,885	(47,520)	(635)
Wales COVID Resilience Fund	-	(6,278)	(6,278)
Welsh Government - Income Maximisation	90,000	(90,000)	-
Welsh Government - Advice Link			
Employment Capacity Business Partners	29,983	(29,983)	-
Welsh Government - Advice Link			
Employment Capacity Business Taskforce	34,330	(34,330)	-
Homeless Prevention Debt Support Service	35,756	(35,756)	-
Claim What's Yours	81,000	(76,419)	4,581
Newport City Council - COVID funding	9,864	(3,367)	6,497
	<u>1,095,021</u>	<u>(1,107,929)</u>	<u>(12,908)</u>
<b>TOTAL FUNDS</b>	<u>1,424,835</u>	<u>(1,364,594)</u>	<u>60,241</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2022

## 18. MOVEMENT IN FUNDS - continued

## Comparatives for movement in funds

	At 1/4/20 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
<b>Unrestricted funds</b>				
General fund	347,650	27,731	11,862	387,243
Designated fund - redundancy costs	<u>90,000</u>	<u>-</u>	<u>-</u>	<u>90,000</u>
	437,650	27,731	11,862	477,243
<b>Restricted funds</b>				
Newport City Council - Information, advice and assistance	-	2,563	(2,563)	-
Welsh Government - Advice Link Cymru (Generalist Fund)	-	20,910	-	20,910
Welsh Government - Advice Link Cymru (Remote Fund)	5,524	-	-	5,524
Wales COVID Resilience Fund	-	11,578	(3,500)	8,078
BEIS Remote Working Equipment Fund	-	2,024	(2,024)	-
Welsh Government - Advice Link Employment Capacity Business Partners	-	7,567	-	7,567
Welsh Government - Advice Link Employment Capacity Business Taskforce	-	1,557	(1,557)	-
Welsh Government - Advice Link Remote Working	-	2,184	(2,184)	-
Welsh Government - Advice Link Surge Funding	<u>-</u>	<u>34</u>	<u>(34)</u>	<u>-</u>
	<u>5,524</u>	<u>48,417</u>	<u>(11,862)</u>	<u>42,079</u>
<b>TOTAL FUNDS</b>	<u>443,174</u>	<u>76,148</u>	<u>-</u>	<u>519,322</u>



**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**18. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	319,757	(292,026)	27,731
<b>Restricted funds</b>			
Families First	38,674	(38,674)	-
Newport City Council - Information, advice and assistance	100,000	(97,437)	2,563
British Gas Energy Trust	19,869	(19,869)	-
Help to Claim	76,434	(76,434)	-
EU Citizens Rights Project - Generalist	46,511	(46,511)	-
Welsh Government - Advice Link Cymru (Generalist Fund)	171,878	(150,968)	20,910
Welsh Government - Advice Link Cymru (Specialist Fund)	163,924	(163,924)	-
Welsh Government - Advice Link Cymru (Other Regions Fund)	78,752	(78,752)	-
Welsh Government - Advice Link Cymru (Remote Fund)	83,333	(83,333)	-
EU Citizens Rights Project - Specialist	47,475	(47,475)	-
Wales COVID Resilience Fund	15,000	(3,422)	11,578
BEIS Remote Working Equipment Fund	2,839	(815)	2,024
Welsh Government - Income Maximisation	89,976	(89,976)	-
Welsh Government - Advice Link			
Employment Capacity Business Partners	29,983	(22,416)	7,567
Welsh Government - Advice Link			
Employment Capacity Business Taskforce	34,330	(32,773)	1,557
Welsh Government - Advice Link Remote Working	19,750	(17,566)	2,184
Welsh Government - Advice Link Surge Funding	3,100	(3,066)	34
	<u>1,021,828</u>	<u>(973,411)</u>	<u>48,417</u>
<b>TOTAL FUNDS</b>	<u>1,341,585</u>	<u>(1,265,437)</u>	<u>76,148</u>

**Designated funds**

Redundancy costs - the Board set aside an amount to be used in the event of redundancy costs being incurred.

Business development manager – the Board has set aside funds to cover the salary of a business development manager for two years.

Cost of living support - the Board has set aside funds in anticipation of the extra staff needed to support the additional levels of service expected during the cost of living crisis.

**Restricted funds**

**Newport City Council - Families First**

The aim of this service is to maximise the income of children and families with disabilities, so that they don't become disadvantaged by poverty.

**Newport City Council - Information, Advice & Assistance**

This is a service to provide an Advocacy and Preventative Social Care Service in Newport. IAA services are defined under the project as services which offer information and advice relating to accessing care and support.

**18. MOVEMENT IN FUNDS - continued**

**British Gas Energy Trust**

An agreement between National Association of Citizens Advice Bureaux and the local Citizens Advice on receipt of funding from the British Gas Energy Trust. To provide advice and assistance to beneficiaries aimed at enabling them to manage their debts and budget going forward, maximise their income and ability to afford their bills, enabling people to have warm homes through improving energy efficiency and improving their health and wellbeing.

**Citizens Advice - Help to Claim**

An agreement between The National Association of Citizens Advice Bureaux and the Local Citizens Advice on receipt of funding from The Department for Work and Pensions (DWP) to assist in helping to claim universal support.

**EU Citizens Rights Project**

Citizens Advice has been awarded funding by the Welsh Government for the provision of information and advice services for EU Citizens from April 2019 for 21 months.

**Advice Link Cymru - Generalist Fund**

Citizens Advice has been awarded funding by the Welsh Government to provide advice services across Wales from January 2020 for 12 months. Newport Citizens Advice Bureau have received a proportion of the funding allocation relating to the Gwent Region of Wales. Part of the grant relates to an underspend on Front Line Advice Services that has been reallocated to the Advice Link project with the funders permission to cover the costs of a generalist/benefits welfare worker.

**Advice Link Cymru - Specialist Fund**

Citizens Advice has been awarded funding by the Welsh Government to provide advice services across Wales from January 2020 for 12 months. Newport Citizens Advice Bureau have received a proportion of the funding allocation relating to the Gwent Region of Wales.

**Advice Link Cymru - Other Regions**

Citizens Advice has been awarded funding by the Welsh Government to provide advice services across Wales from January 2020 for 12 months. Newport Citizens Advice Bureau have received a proportion of the funding allocation relating to the Gwent Region of Wales.

**Advice Link Cymru - Remote**

Citizens Advice has been awarded funding by the Welsh Government to provide advice services across Wales from January 2020 for 12 months. Newport Citizens Advice Bureau have received a proportion of the funding allocation relating to the Gwent Region of Wales.

**Wales Coronavirus Resilience Fund**

Funding has been awarded from the Community Foundation Wales to support the working conditions of employees during the Coronavirus pandemic. The funding runs from June 2020 for a period of 12 months.

**Income Maximisation**

An agreement between The National Association of Citizens Advice Bureaux and the Local Citizens Advice on receipt of funding from the Welsh Government. The purpose of the project is to enable local offices to offer income maximisation initiatives to boost the incomes of households across Wales.

**Advicelink Employment Capacity Business Partners**

Funding received from Citizens Advice towards 1.5 FTE trainer supervisor for Caerphilly Citizens Advice and other costs to be split between Torfaen and Caerphilly. Newport Citizens Advice acted as lead on the project but none of the funding was for their use.

**Advicelink Employment Capacity Business Taskforce**

Funding received from Citizens Advice towards a new advisor from January 2021.

**Newport County Council - Homeless Prevention Debt Support Service**

Funding from Newport City Council to fund a case worker to provide homeless prevention debt support to Newport residents.

**18. MOVEMENT IN FUNDS - continued**

**Newport City Council - COVID Support**

Additional funding received from Newport City Council to build on the community support put in place during COVID-19 in partnership with the third sector.

**Claim What's Yours**

Funding received from Citizens Advice to support the 'claim what's yours' income maximisation and benefit take up campaign

**Prior year funds only**

**BEIS Remote Working Equipment Fund**

Funding received from Citizens Advice to purchase equipment to help facilitate working from home during the Coronavirus pandemic.

**Debt Advice and Welfare Benefit Advice (Remote Working and Surge Funding)**

Funding received from Citizens Advice for a new employee to monitor the casebook task list (Welfare Benefit Advice). Also funding to increase the Office's capacity to deliver debt advice and facilitate remote working and assisting the local office in being Covid-19 secure.

**Transfers between funds**

During the year the following transfers were made from each of the following funds to the general fund to reflect capital spend:

- Wales COVID Resilience Fund £1,800
- Claim What's Yours £4,581
- EU Citizens Rights Project (Generalist) £731
- Newport City Council - COVID Support £6,497

The transfer below was made from restricted funds to general funds due to underspend during the year. The funder is not requesting for unspent funds to be returned:

- Help to Claim £87
- Welsh Government – Advice Link Cymru (Remote fund) £5,524
- Advice Link Cymru Capacity Business Partners £7,567

The following transfers were made from general fund to restricted funds due to overspends this year:

- EU Citizens Rights Project (Generalist) £620
- EU Citizens Rights Project (Specialist) £635

**19. EMPLOYEE BENEFIT OBLIGATIONS**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions paid by the charity to the fund and amounted to £66,206 (2021 - £56,439). At the year end there were outstanding contributions of £Nil (2021 - £6,827).

**21. RELATED PARTY DISCLOSURES**

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