

# OXFORDSHIRE FAMILY SUPPORT NETWORK

England & Wales · Charity number 1143367

## Details

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**Other names** OXFSN

**Status** Registered

**Legal form** Charitable company

**Company number** [07583197](#)

**Registered** 2011-08-15

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 30 Tamar Way  
Didcot  
OX11 7QH

**Phone** 07891 734 987

**Email** [officem@oxfsn.org.uk](mailto:officem@oxfsn.org.uk)

**Website** [www.oxfsn.org.uk](http://www.oxfsn.org.uk)

## Activities

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**Objects:** 3. THE COMPANY'S OBJECTS ARE SPECIFICALLY RESTRICTED TO ADVANCE FOR THE PUBLIC BENEFIT THE RELIEF OF THE NEEDS OF CARERS OF PEOPLE OF ALL AGES WITH LEARNING DISABILITIES, BY, BUT NOT EXCLUSIVELY BY: (A)THE PROVISION OF INFORMATION, ADVICE AND ASSISTANCE TO CARERS TO ENABLE THEM TO BECOME EFFECTIVE ADVOCATES FOR THEMSELVES AND THE PERSON THEY CARE FOR.(B)THE PROVISION OF INFORMATION, ADVICE AND TRAINING TO PROFESSIONALS AND SERVICE PROVIDERS TO ENABLE THEM TO IMPROVE THEIR UNDERSTANDING OF THE NEEDS OF PEOPLE WITH LEARNING DISABILITIES AND THEIR FAMILIES THROUGH THE EXPERIENCE AND EXPERTISE OF CARERS.(C)TO DEVELOP AND MAINTAIN A NETWORK OF INDIVIDUALS, GROUPS AND ORGANISATIONS WHO ARE COMMITTED TO ACHIEVING THE BEST QUALITY OF LIFE FOR PEOPLE WITH LEARNING DISABILITIES AND THEIR FAMILIES, ENABLING CARERS TO HAVE AN EFFECTIVE VOICE AND INFORMED REPRESENTATION IN POLICY-MAKING AND SERVICE DELIVERY AND DEVELOPMENT.

**Activities:** It is a user-led organisation run by and for family carers of people with learning disabilities. It provides: information, advice and support to family carers of people of all ages with learning disabilities and information, advice and training to professionals involved with people with learning disabilities.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Disability
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups

## Geography

- Buckinghamshire
- Gloucestershire
- Northamptonshire
- Oxfordshire
- Warwickshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£177,572	£168,618	-	-
2024-03-31	£138,213	£132,026	-	-
2023-03-31	£128,251	£113,157	-	-
2022-03-31	£84,455	£99,693	-	-
2021-03-31	£104,301	£103,069	-	-

## Trustees

Name	Role	Appointed
Charmian Hearne		2015-11-02
JANICE ROAST		2011-07-22
Jessica Straker Patton		2017-09-07
Marianne Charis Selby-Boothroyd		2025-10-06
Simon Richard Jones		2022-09-15
YVONNE VERA COX		2011-08-15
Yvonne Cox		2011-08-15

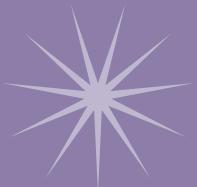
**OXFORDSHIRE FAMILY SUPPORT NETWORK**

England & Wales - Charity number 1143367

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# Accounts

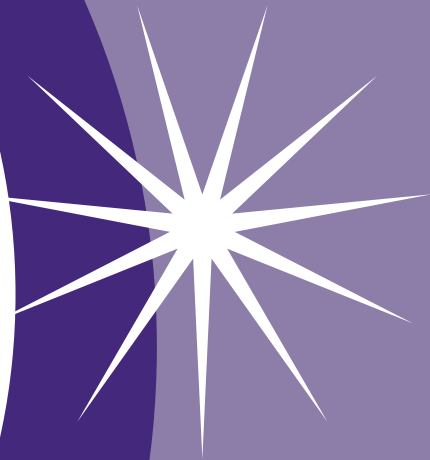
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2024-2025



# Annual Report



# Oxfordshire Family Support Network

The Directors present their annual report and financial statements for the year to 31st March 2025.

## Report of the Directors

### Introduction

This is the fourteenth Annual Report of Oxfordshire Family Support Network. Oxfordshire Family Support Network (OxFSN) is a unique user-led organisation based in Oxfordshire, run by and for family carers of people with a learning disability. We provide independent information, advice and support by families for families of people with a learning disability. Set up by family carers who wanted to share their experience and knowledge to help others in the same situation, we strive to improve lives of people with learning disabilities and their families. We are currently managed by a board of six trustees, of whom four are family carers of people with a learning disability. All of the individuals who carry out work on behalf of OxFSN are family carers.

OxFSN is, to our knowledge, the only charity of its kind in the country. Everyone who works with us is a family carer of someone with a learning disability. Whilst we work directly with family carers, our support gives them the information and help they need to advocate for their loved one – with the aim of driving better services for people with learning disabilities. We also help to bring family carers together, enabling peer support and reducing isolation.

OxFSN brings a voice to family carers, representing them at the highest level locally and ensuring their reality is recognised by health and social care services.

As a user led organisation, we are able to build trust with families and act as a bridge to statutory services and professionals, helping to drive positive engagement. Our small team are all fully trained and we work to an 'expert by experience' model, with experienced family carers training to become members of our staff team.

Our support aims to support family carers, not only to ensure their knowledge of systems, processes and rights – but to improve confidence, reduce anxiety and help people feel more able to self-manage.

# Highlights ....

## FROM APRIL 2024 TO MARCH 2025

### OXFSN HAVE .....

262

#### Family Members

connected with 262 family members of which 159 were new to OxFSN & included 14 siblings, 2 grandparent & 5 people with learning disabilities



#### Professionals

connected with 163 professionals across social care, health, education and other sectors

163

47

#### Organisations

connected with 47 different organisations locally and nationally



#### Events

run 8 events for family carers on Money Matters, Supported Living, Mental Capacity Act, Office of the Public Guardian, Wills and Trusts and The Care Act

8

# Our Projects

## Family Support

The core services of OxFSN are information, advice and family support. Our family support service covers a range of services, from telephone, email and face to face support to information events and workshops. When we can, we visit special schools when they have their post 16 events. Much of our family support this year has been through events although, we still get a steady flow from families contacting us and referrals from professionals.

## Early Years Support Project

Just before the end of the year we found that we had been successful in a bid to Global's Makes Some Noise for our new Early Years Support Project. The project, running over 2 years, aims to provide support to parent carers at the very start of their caring journey.



## Moving into Adulthood



Our handbook continues to be a useful source of information for families whose relatives are moving from childhood to adulthood and those with relatives who are already adults of any age.

Having the Moving into Adulthood Handbook to refer families to has helped enormously as all the information families need in adulthood is usually there. This has reduced the time spent talking family carers through information.

## Embolden 2



Embolden 2, our older carers project, is funded by The National Lottery Community Fund. Reporting for this project follows a September–August cycle, so by the end of this financial year we were halfway through the final year and already planning the next stage. So far, we have supported **359 family carers** — far exceeding our original target of 125. In 2024/25 alone, we supported **34 Tier 3 families** (target 12). These are typically parents in their late 70s, 80s, or 90s who require intensive, face-to-face, person-centred support to plan for the future. The learning from this work has been invaluable, and we will share it widely once the project concludes in August 2025.

Thanks to this funding, we were also able to run a wide range of information events — designed for older carers, but beneficial to all families of adults. A huge thank you goes to Kathy Liddell and Oona Banister for their tireless commitment and the great outcomes they are achieving alongside families.

“As well as being very informative, the events also meant we got to speak to other parents, exchange experiences, and ask professionals questions. The coffee and chat events are really great too. There is nowhere else, no other organisation like this, that relates to our situation as older carers of an adult child. It is invaluable.”

### Events in 2024/2025 included



- Money Matters
- Planning for Supported Living (x2)
- Office of the Public Guardian
- Supported Living: Families by Families
- Folder Filling Coffee Mornings (x2)
- Mental Capacity Act
- The Care Act
- Coffee and Chat sessions
- Wills and Trusts

OxFSN are able to run this event thanks to funding from the National Lottery Community Fund who have funded us to run Embodien 2

**oxfsn**  
Oxfordshire family  
SUPPORT NETWORK

**SUPPORTED LIVING**

A free information event for all family or sibling carers to help them plan ahead for their relative with a learning disability and/or autism who may need support with where they will live in the future.

Thursday  
June 20th  
2024  
10.00 am -  
3.00 pm

Seacourt Hall  
West Way Square  
Botley  
Oxford  
OX2 9TH

**About the Event**

Many family carers worry about where their relative will live in the future, and how to go about organising and finding out about all the options.

At this event you will hear from a number of family carers who have already gone down this route who will discuss how they went about finding the right home for their relative.

**ADVANCE** Housing will talk about the role of a housing provider including tenancy agreements and HOLD Mortgages.

This will be followed by a Q and A session with a panel of Oxfordshire based support providers who will be able to answer your questions on support provision and the role of a support provider. They will also have stands at the event.

Paid parking is available at the location. Free parking is available on nearby residential streets.

You can register for your free space through Eventbrite or by scanning the QR code

Refreshments will be available but we will not be able to provide lunch.

Questions? Contact Kathy on 07821 987080 or  
Kathy.liddell@oxfsn.org.uk

<https://www.oxfsn.org.uk>

**oxfsn** Oxfordshire family  
SUPPORT NETWORK

ONLINE  
PRESENTATION....

**...BY THE OFFICE OF THE  
PUBLIC GUARDIAN**

Hear directly from the Office of the Public Guardian who will be joining us for an online presentation on teams to speak about a number of topics including:-

- DEPUTYSHIP
- LASTING POWER OF ATTORNEY COVERING
- HEALTH AND WELFARE
- PROPERTY AND FINANCE

The Office of the Public Guardian (OPG) helps people in England and Wales to stay in control of decisions about their health and finance and make important decisions for others who cannot decide for themselves.

This is the first time the OPG have offered this opportunity so it is a great chance for you to hear directly from them and ask any questions you may have.

Booking is essential. You can secure your space by scanning the QR code or visiting [www.ticketsource.co.uk/oxfordshire-family-support-network](http://www.ticketsource.co.uk/oxfordshire-family-support-network)

**TUESDAY  
21ST MAY 2024  
1:00PM - 2:00PM**

For more information email  
kathy.liddell@oxfsn.org.uk

www.oxfsn.org.uk

# Strategic Partnership with OCC

Our close working relationship with Adult Social Care was again a major benefit this year and enabled us to involve families in coproduction and to quickly respond and feedback issues that affect families. *Here's what we've been doing...*

## Overview of Activities in 2024/2025

### Attendance at Board meetings and strategy groups:

- The Learning Disability and Neurodiversity Improvement Board
- Co Production Board
- Carers Strategy Group (OCC)
- Building the Right Support Group - Complex Needs Sub-Group
  - Safe space
  - Supporting Living Sub Group
- Physical Health Strategy Group
- KIT (keeping in touch) meetings with SEND Team
- Learning Disability Strategy Group

### Commissioning:

As part of our funding agreement with OCC we were asked to be part of the work to develop a 10-year learning disability strategy. In November 2024 we facilitated a large World Café type event at Didcot Civic Hall, to hear from



as many people as possible and get their input into the strategy. It was fabulous to see so many people attend, including families, professionals, people with learning disabilities alongside their support staff.



## Other work with OCC

### Supported Living Tender

- Supporting families to be part of the tender process
- Meetings with families, meetings with procurement and OCC Team
- Supporting families at Evaluation sessions

### Events, Workshops and Training:

- *SEND Together event March 2024 (with OXPCF)*
- *Working with Families Training*

# Oxfordshire Parent Carer Forum (OXPCF)



OxFSN continue to host and support the parent carer forum in Oxfordshire. Funding for this work is available annually from the Department for Education (DfE) via Contact and the Local Area Partnership. The Forum is now a well-established vehicle to ensure the voices of SEND parents in Oxfordshire are heard.

We'd like to take this opportunity once again to thank the forum steering group, who are all parent volunteers, for their hard work and dedication to ensuring this happens

## Looking Ahead - The Future

By the end of this financial year, thanks to several successful funding bids, we began searching for a permanent base for OxFSN. After five years of remote working (and previously relying on free office space), we are excited to create a welcoming space where families can connect, and where we can host workshops, training, and events, as well as provide office space for our small but dedicated team.



Other exciting developments include:

- **Early Years Project:** A new staff team will join us in April 2025 to deliver this project and support parents at the very start of their journey.
- **Embolden 2:** As this three-year project concludes in August 2025, we are working hard to secure funding to continue and expand the programme. We want to reach more families earlier, helping them plan with confidence and feel less anxious about the future.
- **New Home:** At the time of writing, we are thrilled to announce we have secured a fantastic new space in Didcot, which we look forward to opening at our AGM in 2025.

# And finally -

A heartfelt thank you to everyone who has worked with us and supported us this year. In an increasingly complex health, education, and social care system, our role is to ensure families are heard, involved in co-production, and able to navigate services more easily.

We will continue to take our lead from the families we support, work closely with partners, and remain committed to simplifying the system wherever we can.

*Thanks to our Funders for their support this year and to our amazing family carers for their generous donations and fundraising on our behalf*



# Finance Report for the year ending 31<sup>st</sup> March 2025

## Summary

OxFSN received total income of £177,572 for the year 2024/2025, an increase of 28.5% from the prior year (£138,213). Expenditure rose to £168,618 (prior year £132,026), reflecting a planned and proportionate increase in activity made possible by the growth in income. This resulted in a surplus of £8,954, compared to £6,186 in the previous year.

The year-end bank balance stood at £155,873, up from £120,380, further strengthening OxFSN's financial position.

## Income and Expenditure Account

We are pleased to report that income increased by 28.5% compared to the previous year, while expenditure rose by a relatively modest 27.7%. This resulted in a surplus of £8,954. The increase in expenditure was anticipated and aligned with the growth in income, enabling OxFSN to expand its activities and impact. Over the past two years, both income and expenditure have remained broadly stable, reflecting consistent financial performance.

Income and Expenditure Account for the Year Ended 31 March 2025				
	Unrestricted Funds	Current Year Restricted Funds	Total Funds	Prior Year Total Funds
	£	£	£	£
Ordinary Activities	1,885	175,687	177,572	138,213
Other activities	-	-	-	-
Total income	1,885	175,687	177,572	138,213
Expenditure	(7,069)	175,687	168,618	132,026
<b>Retained surplus</b>	<b>8,954</b>	<b>-</b>	<b>8,954</b>	<b>6,188</b>

## Balance Sheet

Cash at bank £155,873. Accruals and deferred income (income received in advance) £69,395. Total net assets were increased by £8,954 (the retained surplus for the year) to £67,818.

<b>Balance Sheet as at 31st March 2025</b>		
<b>Current Assets</b>	<b>Current Year £</b>	<b>Prior Year £</b>
Cash at bank	155,873	120,380
Debtors, prepayments & accrued income	456	457
Total current assets	156,329	120,837
<b>Current liabilities</b>		
Accounts payable	19,118	11,274
Accruals & deferred income	69,395	50,699
Total current liabilities	88,512	61,973
<b>Net current and total assets</b>	<b>67,818</b>	<b>58,865</b>
<b>Represented by</b>		
Unrestricted funds	67,818	58,865
Restricted funds	-	-
<b>Total Funds</b>	<b>67,818</b>	<b>58,865</b>

## Reserves

**Unrestricted funds:** A general fund was established in prior years to provide a financial reserve capable of supporting the organisation's employment costs for a 12-month period. During 2024/2025, steps were taken to build the reserve in line with rising costs, resulting in an addition of £8,954. The unrestricted fund now stands at £67,818, offering a stable foundation for sustaining staffing and operational continuity.

**Restricted funds:** restricted grants are managed so as to match expenditure with income in the financial year.

Reserves for the Year Ended 31st March 2025				
	B/fwd 1 Apr 2024 £	In year £	Transfers £	C/fwd 1 Mar 2025 £
Unrestricted Funds				
<b>Total</b>	<b>58,864</b>	<b>8,954</b>	<b>-</b>	<b>67,818</b>
Restricted Funds				
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Funds</b>	<b>58,864</b>	<b>8,954</b>	<b>-</b>	<b>67,818</b>

## Accounting Policies

OxFSN follows UK generally accepted accounting practice (UKGAAP). The particular policies adopted are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

1. Accounting convention  
These accounts have been prepared under the historical cost convention.
2. Critical accounting judgements and key sources of estimation uncertainty.  
required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates and the estimates and underlying assumptions are continually reviewed. Revisions to accounting estimates are recognised, in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affect both current and future periods.
3. Critical judgements in applying accounting policies  
The following are the critical judgements, apart from those involving estimations (see below) that management has made in the process of applying the Company's accounting policies and that have the most significant effect on the amounts recognised in the financial statements
- 3.1 Accounting for Accruals. Various methods are used for calculating different types of accrual. They include:-
  - i. Trend analysis
  - ii. Judgement of directors
  - iii. Supplier statements
  - iv. Formulaic approach based on historical cost information
4. Accounting for Doubtful Debts - Impairment of receivables  
OxFSN is required to judge when there is sufficient evidence to impair individual receivables. It does this based on the age and status of the receivables.
5. Revenue  
Revenue in respect of services provided is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable. Where income is received for a specific activity that is to be delivered in the following year, that income is deferred.

6. Other expenses  
Other operating expenses are recognised when, and to the extent that, the goods or services have been received. They are measured at the fair value of the consideration payable.
7. Property, plant and equipment Recognition property, plant and equipment is capitalised if:
- it is held for use in delivering services or for administrative purposes;
  - it is probable that future economic benefits will flow to, or service potential will be supplied to OxFSN;
  - it is expected to be used for more than one financial year;
  - the cost of the item can be measured reliably; and
  - the item has cost of at least £5,000.

Where a large asset, for example a building, includes a number of components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives.

8. Grants  
Revenue grants are treated as deferred income initially and credited to income to match the expenditure to which they relate.
9. Cash and cash equivalents. Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. In the Balance Sheet, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and that form an integral part of OxFSN's cash management.
10. Provisions are recognised when the Company has a present legal or constructive obligation as a result of a past event, it is probable that the Company will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting period, taking into account the risks and uncertainties.
11. Contingencies. A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured sufficiently reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust. A contingent asset is disclosed where an inflow of economic benefits is probable.

12. Financial liabilities are recognised on the Balance Sheet when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

## **Independent examiner's report**

Report to the trustees of Oxfordshire Family Support Network Limited on Accounts for the year ended 31st March 2025.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section ,145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view and the report is limited to those matters set out in the statement below.

## **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Peter Crabb. Independent Examiner**

**2nd October 2025**

Charity name: Oxfordshire Family Support Network

Charity registration number: 1143367

Company registration number: 7583197

Registered office: 30 Tamar Way, Didcot,  
Oxfordshire, OX11 7QH, Oxon

Directors and Trustees: Yvonne Cox - Chair  
Jan Roast  
Charmian Hearne  
Jessica Patton  
Ms Kathleen Rist  
Simon Jones

Bankers Lloyds Bank plc  
Banbury

Independent examiner: Peter Crabb, 22 Murcot Road,  
Upper Arcott, Oxon, OX25 1QH

Solicitor Cooperatives UK, Hanover Street,  
Manchester, M60 0AS

**OXFORDSHIRE FAMILY SUPPORT NETWORK**

England & Wales - Charity number 1143367

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# Accounts

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*Inspiring, informing and involving families of people with learning disabilities*



**ANNUAL REPORT and ACCOUNTS**  
**1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024**

# Oxfordshire Family Support Network

The Directors present their annual report and financial statements for the year to 31<sup>st</sup> March 2024.

## Report of the Directors

## Introduction

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OxFSN is, to our knowledge, the only charity of its kind in the country. Everyone who works with us is a family carer of someone with a learning disability. Whilst we work directly with family carers, our support gives them the information and help they need to advocate for their loved one – with the aim of driving better services for people with learning disabilities. We also help to bring family carers together, enabling peer support and reducing isolation.

OxFSN brings a voice to family carers, representing them at the highest level locally and ensuring their reality is recognised by health and social care services.

As a user led organisation, we are able to build trust with families and act as a bridge to statutory services and professionals, helping to drive positive engagement. Our small team are all fully trained and we work to an 'expert by experience' model, with experienced family carers training to become members of our staff team.

Our support aims to support family carers, not only to ensure their knowledge of systems, processes and rights – but to improve confidence, reduce anxiety and help people feel more able to self-manage.

# Highlights this year...

## From April 2023 to March 2024

### OxFSN have .....

227



connected with 227 family carers of which 137 were new to OxFSN

315



provided 315 hours of family support

11



run 11 events attended by 195 family carers

162



worked with 162 professionals

525



attended 525 hours of meetings

28



delivered 28 hours of training

# Family Support

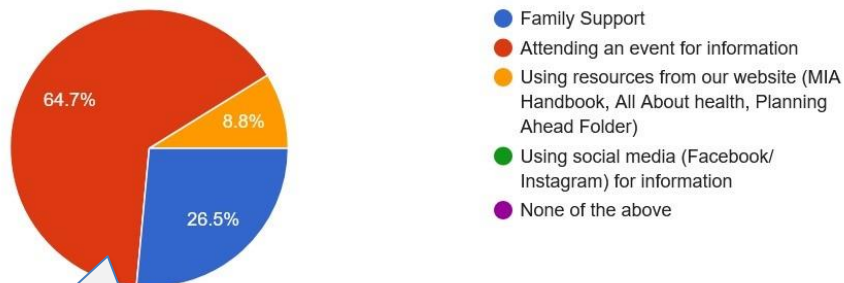
Our family support service covers a range of services, from telephone, email and face to face support to information events and workshops. We supported 227 family carers directly this year and provided 315 hours of support.

Having the Moving into Adulthood Handbook to refer families to has helped enormously as all the information families need in adulthood is usually there. This has reduced the time spent talking family carers through information. Much of our family support has been through our events and the resources we have developed....

## Impact: Survey Results -2023-2024

### ***Our information events proved to be really popular!***

1. What was the reason for you connecting with OxFSN



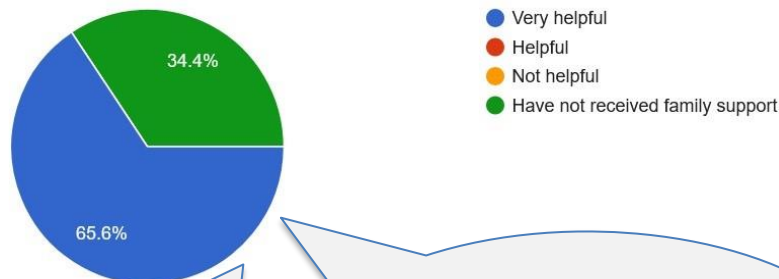
*“After attending a supported living day, I wouldn’t hesitate to attend other information events in the future- it was very useful. It is a relief to know that there are people you can talk to who have been through it all before and know how you are feeling.”*

***“OxFSN has been a Godsend to us. I deeply appreciate all the support, guidance and timely advice given which has brought about positive results and made such a difference”***

*“It makes such a difference knowing that there are people who understand our situation and can give us advice”*

## Those that received family support told us they found it ‘very helpful’

2. If you received family support, was it

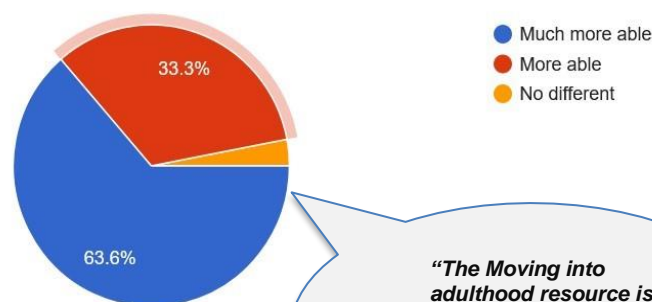


*OxFSN is a total lifeline. There is nowhere to go to find joined up information on all the topics facing families with a young person with additional needs. OxFSN knows what families need, what the worries are and how best to help as they have all been there and done it themselves. I cannot praise the work of OxFSN highly enough.*

*“I literally have nowhere else to go as a parent for support and information about managing the social care and legal responsibilities I have as a carer and appointee for my adult child. No other Oxfordshire based organisation offers this specific and ongoing support for learning disability”*

## Almost 96% of families found they were more able to manage their situation with the support they received from us

3. Do you/Did you feel more able to manage your situation with the support or information you received?



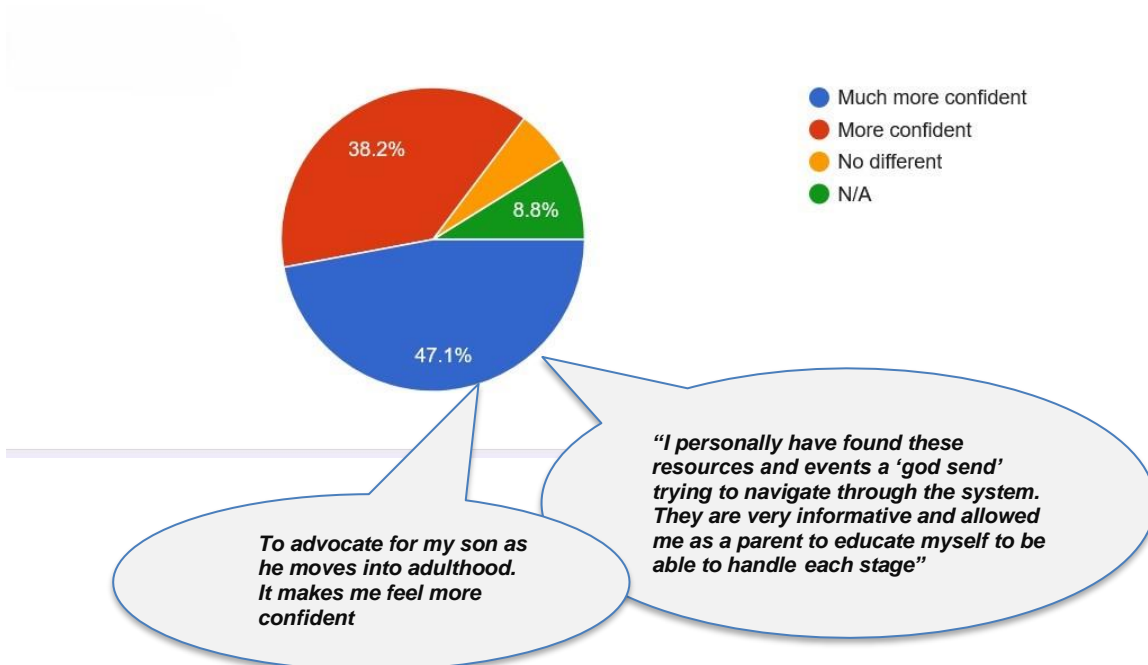
*“There is a listening, understanding ear. The experienced staff are great. They gave us very practical advice. We talked over issues, attended, meetings, went to workshops and have used the excellent online advice and paperwork that they have put together. They are a hugely supportive and welcoming group of people with a mass of knowledge and experience. I thank them wholeheartedly”*

*“The Moving into adulthood resource is just like a bible - so much information structured in the most helpful way.”*

*“A sure and steady hand guiding us through the complications of adult social care. In effect an essential service for people who otherwise feel abandoned.”*

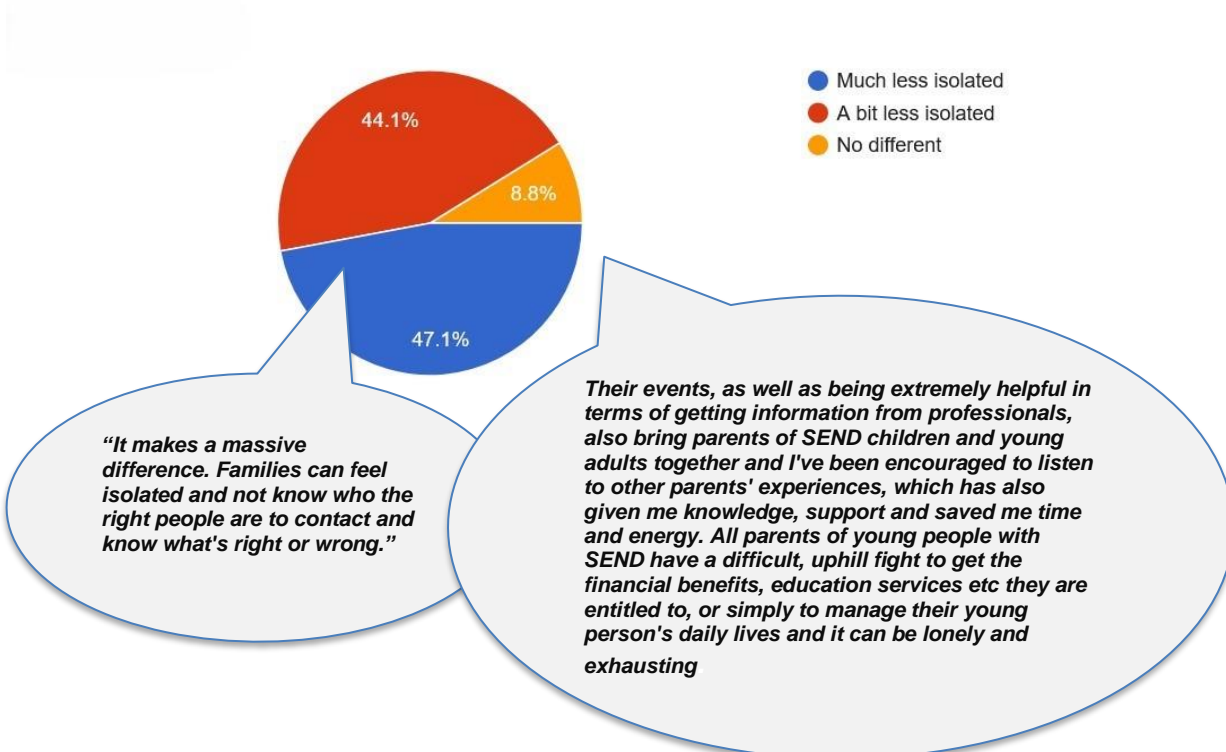
## 85% of family carers felt more confident with managing their situation and navigating the system with our help

4. If you received family support, attended an information event or used the resources from the OxFSN website did you feel more confident in managing your situation and navigating the system?



## 91% told us they felt less isolated as a result of being in contact with us

5. We recognise that supporting someone with a learning disability and/or autism can sometimes feel isolating. Did you feel less isolated as a result of receiving support or attending an event with other family carers in a similar situation?



# Embolden 2



Embolden is our older carers project funded by The National Lottery Community Fund (TNLCF). Our funding for this project runs from September to the end of August so reporting times and collection of information is different from our financial year. However, at the end of this financial year we were halfway through the project and had already exceed the number of families we had aimed to support.

We have supported 294 family carers across the project so far. Our target was 125.

In 2023-24 we supported 23 families in the Teir 3 group, this is generally the older age range, parents in their late 70's, their 80's or their 90's and those most needing intensive support. (the original target was 12). These families have been supported to plan ahead for a time they are no longer able to support their relatives. It involves working face-face with families, getting to know them and their individual circumstances and supporting them to plan ahead in a Person-Centred way.

We held events both online and face to face.

- **Maintaining friendships and getting a social life**
- **Q&A with Adult Social Care**
- **Supported living (large face-face event)**
- **Planning for supported Living PCP course (2 sessions)**
- **Coffee & Chat sessions across the county**



We have developed a practical '**Planning Ahead – All About Me Folder**' to help family carers pull together all the key information about their relative. Depending on where they are at in their planning journey and the current living circumstances of their relative, the folder can be used in different ways.

*"We really appreciate the special binder full of helpful forms and guidance. Really wonderful idea to put it all in a binder. All of Kathy's support has been gold dust."*

- It can provide key information to someone who has to step in to provide support in an emergency if the person is still living at home.
- For families starting to plan ahead for where their relative may live in the future, it will provide the tools to help them think about where that may be and what level of support they may need.
- If their relative is already in supported living, it can include information that a relative or trusted other will need to know if they become the main contact.

## Strategic Partnership with OCC Adult Social Care

Our close working relationship with Adult Social Care was again a major benefit this year and enabled us to involve families in coproduction and to quickly respond and feedback issues that affect families. *Here's what we've been doing...*

### Overview of Activities in 2023/24

#### Attendance at Board meetings and strategy groups –

- The Learning and Autism Improvement Board
- The SEND Improvement Board
- Co Production Board
- VAM - Vulnerable Adults Mortality Subgroup (OASB)
- Carers Strategy Group (OCC)
- Building the Right Support Group – Complex Needs Sub- Group
  - Safe space
  - Supporting Living Sub Group
- Physical Health Strategy Group
- KIT (keeping in touch) meetings with SEND Team
- Integrated SEND Strategy Board

#### **Commissioning:**

#### **Adult Respite services re-commissioning – involving families**

- Engagement with families, carers and users of the service August 2023
- short survey sent out to families over a weekend. December 2023
- 1 face to face session and 1 online session held by OCC. January 2024
- 2 online sessions held in the first few days of January.

We expressed concern that the engagement sessions had been conducted with extremely limited (1-2 days) notice, the survey had only been open to families and carers for 3 days and

this severely impacted the feedback received from families and did not inform the decisions that were required to be made for this tender process. OCC revised the tender process in January 2024 and an Adult Respite Working Group was set up to work through this process.

- February 2024 – OxFSN Engagement Day held with families, carers, adults who use the service, representatives from Social Care, Brandon Trust, Shared Lives and Ruby Sweetman – OCC Commissioner.



A follow up report produced to inform specification for Tender.

### ***Supported Living Tender***

- Supporting families to be part of the tender process
- Meetings with families, meetings with procurement and OCC Team
- Supporting families at Evaluation sessions

### ***Events, Workshops and Training:***

- Better Together event March 2024 (with OXPCF)
- Working with Families Training

### ***Financial Charging work, and engagement workshop***



27 people attended the workshop, this included 18 family carers, professionals from OCC's Financial Assessment team, Victoria Baran - Deputy Director of Adult Social Care and Sam Harper - Interim Area Service Manager The session was facilitated by Gail Hanrahan and Kathy Liddell from OxFSN The aim of the workshop was to look at what was working and not working for family carers and to come up with some suggestions and solutions together to improve the process and their experience of it.



We followed this up with a detailed feedback report, which included feedback received from families via a survey and those who emailed us with their experiences. We sent to OCC with suggestions for future work needed.

**Other Activities: Online Self-Assessment development** – We worked with Marcia Bowden on the development of Oxfordshire’s Self- Assessment Online information and system. Sense checking from a family perspective the language and the clarity of the wording and process for people using this system.

**We responded to social workers who contacted us** with issues related to families and were able to advise and provide signposting to resources, such as our Moving into Adulthood Handbook or our Embolden project for older carers. We raised issues with Adult Social Care and SEND teams impacting families.

## All About Health – Easy Read website

In November we were really pleased to launch our online health resource - All about Health.

We have worked hard to bring together locally and nationally available easy read healthcare information for people with a learning disability, their families, carers, professionals, and anyone who supports them. **Easy to find, easy to read and all in one place.** We would also like to encourage services to have an [All About Health | \(oxfsn.org.uk\)](https://oxfsn.org.uk) link on their websites/resource libraries to signpost for support and easy access.

The regional information is local to the BOB (Buckinghamshire, Oxfordshire & Berkshire West) ICB area. However, disappointingly, funding from the ICB (Integrated Care Board) has not been forthcoming for ongoing maintenance and continuing to update the website. We are currently looking at other funding sources.

The poster features the Oxfordshire Family Support Network logo at the top. Below it, the title 'All about health easy read website' is displayed. Three icons illustrate the target audience: a person with a learning disability, a family, and a professional. The text states: 'Locally and nationally available easy read healthcare information for people with a learning disability, their families, carers, professionals, and anyone who supports them.' It includes the URL 'https://allabouthealth.oxfsn.org.uk' and a QR code with the text 'You can scan the QR code here'.

## Multi-Me Training Course

The poster has a purple and green circular design. It reads: 'MOVING ON AND PLANNING AHEAD Free online course for parents and carers Using digital tools to plan for the future'. It includes the Oxfordshire Family Support Network logo and an illustration of a family and a person with a laptop.

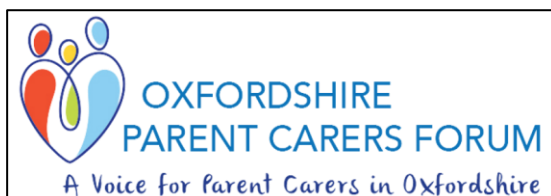
The screenshot shows a tablet displaying the 'multi me' interface with icons for 'My Wiki' and 'My Wiki'. To the right, a video call window shows Gail Hanrahan. Text on the screen reads: 'The Multi Me Support Networking and Person Centred Planning Toolkit'.

We also held our 2<sup>nd</sup> Multi Me wiki training course with Charlie Levinson from Multi-Me. The final days completing in this financial year.

This time the course was held completely online with 12 participants. They were able to share and learn as they went through each session. Some of the participants had already

undertaken our Person Centred Planning Course the previous years and we had great support from two parents who are active users. Thanks to Frances Steep and Lisa Perry for sharing their experiences and their support to other family carers.

## Oxfordshire Parent Carer Forum (OXPCF)



OxFSN continue to host and support the parent carer forum in Oxfordshire. Funding for this work is available annually from the Department for Education (DfE) via Contact.

Our Joint Facebook group 'The Oxfordshire SEND Room' now has over 2.2K members and continues to be a source of information and advice, by parents for parents of SEND children and young people.

The Forum has gone from strength to strength this year and have received further funding from OCC to enable them to participate better in meetings and allow parent carers to be paid for their time and expenses. This has also allowed new members to join them in paid roles, while the work of the steering group remains a volunteer role. This will hopefully strengthen and help sustain the forum in future.

We'd like to take this opportunity once again to thank the forum steering group, who are all parent volunteers, for their hard work in ensuring that the voices of parent carers remains strong in Oxfordshire.

## Looking Ahead - The Future

### **Funding & Future Work & Opportunities:**

Funding for small charities like ours is always a challenge. There is a pressing need to secure longer term funding for our family support. Bids to potential funders are in progress. In the meantime, we are having to limit access to this service to those who strictly fit our criteria and who are in dire need of our help, unless they fit within our older carers age group (60+).

Whilst we have a funding agreement to work with Oxfordshire County Council, we currently receive nothing from Health Services or the ICB (Integrated Care Board) We will be unable to continue to undertake work if we don't receive payment for our time and expertise if we are asked to be involved.

Embolden is now in its final year. We have plans for an end of year conference next year, to share what we've learned and look at what needs to happen next. We are currently looking at future funding to ensure this vital work continues.

Funding is being sought to strengthen our support to younger families, using the same model of support we have used in Embolden and to develop more guides and resources online such as a handbook for families from birth to 16 in a similar format similar to the Moving into Adulthood Handbook.

## And finally –

A huge thank you to everyone who has worked with us and supported us over the last year. In an increasingly challenging, ever-changing health, education and social care system there are always going to be new opportunities for our involvement. We need to make even more sure than ever before that the design and delivery of services is coproduced with family carers, alongside people with learning disabilities. We need to strive to try and un-complicate an increasingly complex system and help families navigate it. We continue to work with all our partners to ensure this happens and as always take our lead from the families we support.

**Thanks to our Funders for their support this year and to our amazing family carers for their generous donations and fundraising on our behalf**



## Finance report for the year ending 31 March 2024

### Summary

OxFSN received total income for the year 23/24 of £138,213 (prior year £128,251) less expenditure of £132,026 (prior year £113,157) leading to a surplus of £6,186 (prior year had £15,095 surplus).

The bank balance at year-end was £120,380 (prior year £124,604).

### Income and Expenditure Account

We are pleased that income was higher than the prior year, whilst expenditure stayed relatively stable; income up by 7.7% and expenditure up by 16.5%; generating a surplus of £6,186. Income and expenditure have remained stable in the last two years.

Income and Expenditure Account for the Year Ended 31 March 2024				
	Unrestricted Funds	Current Year Restricted Funds	Total Funds	Prior Year Total Funds
	£	£	£	£
Ordinary activities	8,372	129,841	138,213	128,251
Other activities	-	-	-	-
<b>Total income</b>	<b>8,372</b>	<b>129,841</b>	<b>138,213</b>	<b>128,251</b>
Expenditure	2,185	129,841	132,026	113,157
<b>Retained surplus</b>	<b>6,186</b>	<b>-</b>	<b>6,186</b>	<b>15,095</b>

## **Balance Sheet**

Cash at bank £120,380. Accruals and deferred income (income received in advance) £50,699. Total net assets were increased by £6,186 (the retained surplus for the year) to £58,865.

<b>Balance Sheet as at 31<sup>st</sup> March 2024</b>		
<u>Current assets</u>		
Cash at bank	120,380	124,604
Debtors, prepayments & accrued income	457	3,135
<b>Total current assets</b>	<b>120,837</b>	<b>127,739</b>
<u>Current liabilities</u>		
Accounts payable	11,274	13,716
Accruals & deferred income	50,699	61,344
<b>Total current liabilities</b>	<b>61,973</b>	<b>75,060</b>
<b>Net current and total assets</b>	<b>58,865</b>	<b>52,679</b>
<u>Represented by</u>		
Unrestricted funds	58,865	52,679
Restricted funds	-	-
<b>Total funds</b>	<b>58,865</b>	<b>52,679</b>

## Reserves

Unrestricted funds: a general fund was built in prior years to cover 12 months employment costs. Steps were taken to rebuild the fund during the year. £6,186 was added in the year to the fund and the balance now stands at £58,865. This balance is now above the informal target of £42,000.

Restricted funds: restricted grants are managed so as to match expenditure with income in the financial year.

<b>Reserves for the Year Ended 31 March 2024</b>				
	B/fwd 1 Apr 2023	In year	Transfers	C/fwd 31 Mar 2024
	£	£	£	£
<u>Unrestricted funds</u>				
Total	52,679	6,186	-	58,865
<u>Restricted funds</u>				
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-
<b>Total Funds</b>	<b>52,679</b>	<b>6,186</b>	<b>-</b>	<b>58,865</b>

## ***Accounting Policies***

OxFSN follows UK generally accepted accounting practice (UKGAAP). The particular policies adopted are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

1. Accounting convention  
These accounts have been prepared under the historical cost convention.
2. Critical accounting judgements and key sources of estimation uncertainty. In the application of the Company's accounting policies, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates and the estimates and underlying assumptions are continually reviewed. Revisions to accounting estimates are recognised, in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.
3. Critical judgements in applying accounting policies The following are the critical judgements, apart from those involving estimations (see below) that management has made in the process of applying the Company's accounting policies and that have the most significant effect on the amounts recognised in the financial statements
  - 3.1 Accounting for Accruals. Various methods are used for calculating different types of accrual. They include:-
    - i. Trend analysis
    - ii. Judgement of directors
    - iii. Supplier statements
    - iv. Formulaic approach based on historical cost information
4. Accounting for Doubtful Debts - Impairment of receivables  
OxFSN is required to judge when there is sufficient evidence to impair individual receivables. It does this based on the age and status of the receivables.
5. Revenue  
Revenue in respect of services provided is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable. Where income is received for a specific activity that is to be delivered in the following year, that income is deferred.

6. **Other expenses**  
Other operating expenses are recognised when, and to the extent that, the goods or services have been received. They are measured at the fair value of the consideration payable.
7. **Property, plant and equipment** Recognition property, plant and equipment is capitalised if:
- it is held for use in delivering services or for administrative purposes;
  - it is probable that future economic benefits will flow to, or service potential will be supplied to OxFSN;
  - it is expected to be used for more than one financial year;
  - the cost of the item can be measured reliably; and
  - the item has cost of at least £5,000.
- Where a large asset, for example a building, includes a number of components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives.
8. **Grants**  
Revenue grants are treated as deferred income initially and credited to income to match the expenditure to which they relate.
9. **Cash and cash equivalents.** Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. In the Balance Sheet, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and that form an integral part of OxFSN's cash management.
10. **Provisions** are recognised when the Company has a present legal or constructive obligation as a result of a past event, it is probable that the Company will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting period, taking into account the risks and uncertainties.
11. **Contingencies** A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured sufficiently reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust. A contingent asset is disclosed where an inflow of economic benefits is probable.

12. Financial liabilities are recognised on the Balance Sheet when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

## **Independent examiner's report**

Report to the trustees of Oxfordshire Family Support Network Limited on Accounts for the year ended 31<sup>st</sup> March 2024.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section ,145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, reading "Peter Crabb". The signature is written in a cursive style with a large, prominent 'P' and 'C'.

Peter Crabb. Independent Examiner

22<sup>nd</sup> September 2024

Charity name	Oxfordshire Family Support Network
Charity registration number	1143367
Company registration number	7583197
Registered Office	30 Tamar Way, Didcot, Oxfordshire OX11 7QH Oxon
Directors and Trustees	Yvonne Cox - Chairman Jan Roast Charmian Hearne Jessica Patton Ms Kathleen Rist
Bankers	Lloyds Bank plc, Banbury,
Independent examiner	Peter Crabb, 22 Murcot Road, Upper Arcott, Oxon. OX25 1QH
Solicitor	Cooperatives UK, Hanover Street, Manchester. M60 0AS



**OXFORDSHIRE FAMILY SUPPORT NETWORK**

England & Wales - Charity number 1143367

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# Accounts

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*Inspiring, informing and involving families of people with learning disabilities*



**ANNUAL REPORT and ACCOUNTS**  
**1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023**

# Oxfordshire Family Support Network

The Directors present their annual report and financial statements for the year to 31<sup>st</sup> March 2023.

## Report of the Directors

### *Introduction*

This is the twelfth Annual Report of Oxfordshire Family Support Network. Oxfordshire Family Support Network (OxFSN) is a unique user-led organisation based in Oxfordshire, run by and for family carers of people with a learning disability. We provide independent information, advice and support by families for families of people with a learning disability. Set up by family carers who wanted to share their experience and knowledge to help others in the same situation, we strive to improve lives of people with learning disabilities and their families.

OxFSN is currently managed by a board of six trustees, of whom four are family carers of people with a learning disability. All of the individuals who carry out work on behalf of OxFSN are family carers.

### **Our Year**

2022-2023 saw the completion of some existing projects and the start of some exciting new ones. In September we were delighted to receive three-year funding from The National Lottery Community Fund to fund **Embolden 2**. This is our older carers project, helping families to plan for the future when they are no longer around to support their relatives. The project started in September and got off to a brilliant start. We welcomed Oona Bannister as project worker to the team. working with Kathy.

We started working on revamping the **Local offer** with Oxfordshire County Council (OCC) SEND team. We partnered with OxPCF and Sarah Karnick, from their steering group joined us to support delivery of this project. We also began work developing a new online Health Resource, funded by the Integrated Care Board, called **All about Health**. Both projects should be completed by winter 2023 and we look forward to reporting on them next year.

In November 2022 we launched our Online **Moving into Adulthood Handbook**, which provides families of young people and adults of all ages with the key information they need as their child approaches adulthood and beyond. Family carers and professionals who work with them can sign up to download the chapters and it will be regularly updated to its kept current. We have been thrilled with the response this has received.

Our Strategic Partnership with OCC Adult Social Care continues with a further three years grant agreement. This enables us to work closely with services and be involved in any changes, making sure the family carer voice is included.

Overall 2022-23 was a great year, with positive outcomes for the charity and the families we support.

### Highlights this year...



## From April 2022 - March 2023

### OxFSN have .....



connected with 256 family carers, 162 who were new to OxFSN this year



been contacted by 82 family carers asking for support



provided 344 hours of support for families



worked with 343 professionals



run 16 events attended by 338 family carers & professionals



connected with 51 local and national organisations



spent 428.40 hours in meetings



delivered 44 hours of training



published The Moving into Adulthood Handbook

## **Family Support**

Our family support service covers a range of services, from telephone, email and face to face support to information events and workshops. We supported 256 family carers directly this year and provided 344 hours of support.

In the last year, as with the previous year, we have had fewer families contact us but with more complex, time consuming, ongoing issues. Having the Moving into Adulthood Handbook to refer families to has helped enormously as all the information families need in adulthood is usually there. This has reduced the time spent talking family carers through information.

## **Embolden 2**

Embolden 2 runs from September to September, so by the time you are reading this we will have just completed our first year.

Despite a delayed start (due to the Project Manager completing another project, which had over run) we feel we have made a really positive start to the project and are happy with the progress being made and we are on the right track to make a difference to the families we are working with.

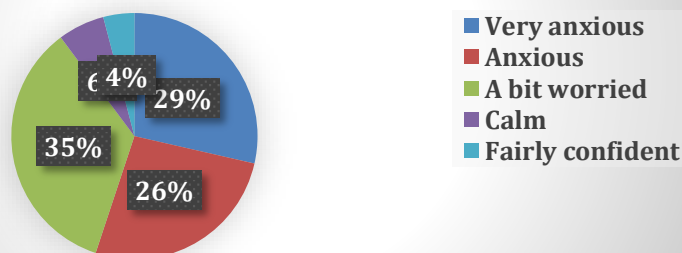


Our first large event on Money Matters, was held at the end of March and was well attended.

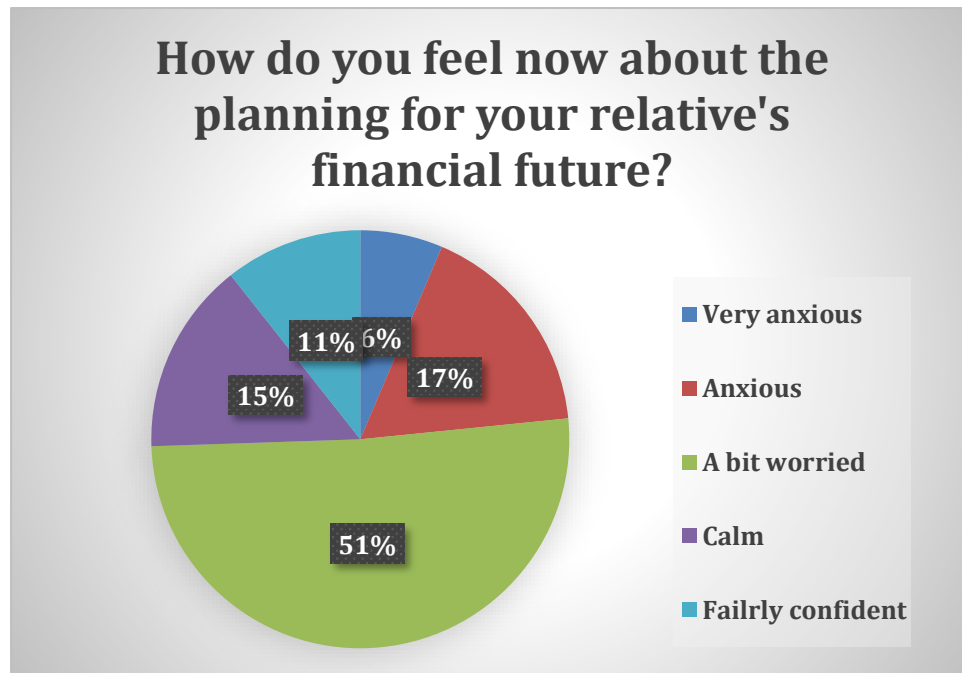
We asked questions at the start of the event and after it, to check we were making a different

Before event

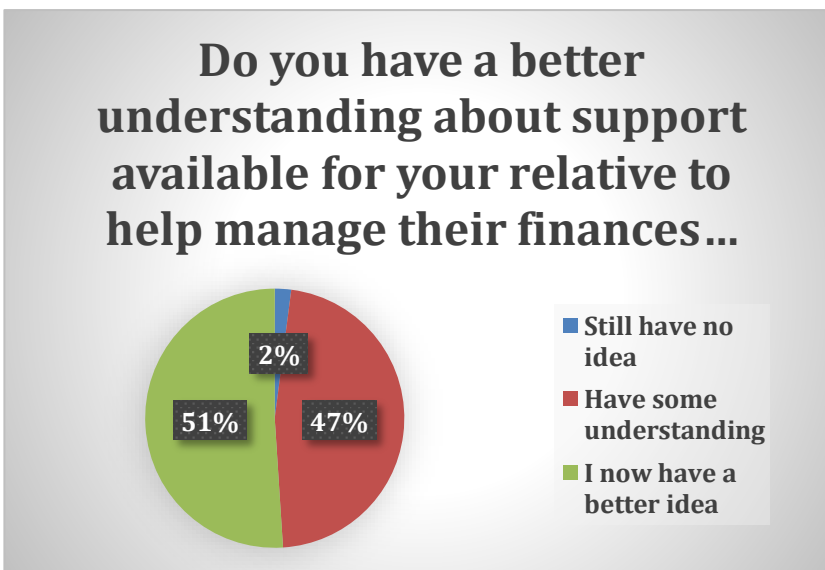
### **How do you currently feel about planning for the future?**



After the event...



At the start of the event 55% of attendees felt very anxious or anxious. This reduced to 23% after the event. Although 35% of attendees were still a bit worried, this was to be expected given the amount of information they were given on the day and the enormity of the topic.



At the start of the event 73% of attendees had no idea about what help was available to their relative. This reduced to only 2% after the event. With 98% of attendees feeling they had some understanding or a better idea.

*'Just wanted to thank you and all of the organisers for today's session, a bit scary maybe but VERY useful' A parent.*

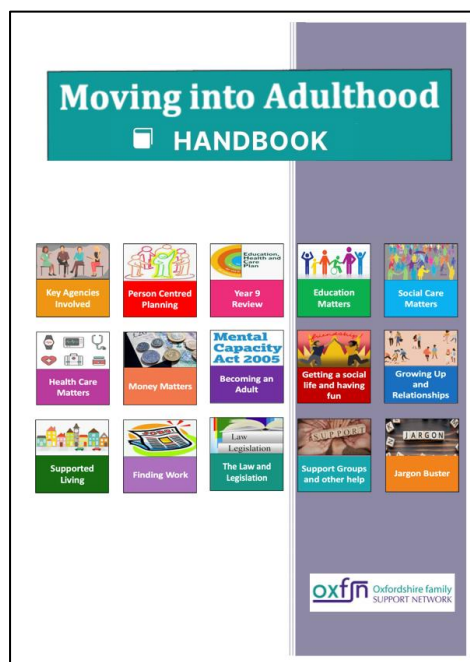
*"Thank you so much for a really interesting event yesterday. I came home with my head spinning from all the different speakers and the list of things I should investigate / sort out for our son. It was really worthwhile and I appreciate how much time and planning goes into a session that runs so smoothly on the day." A parent*

The feedback from families and the professionals we have worked closely so far, has been very positive and we are clearly starting to evidence changes for the better in family carers anxiety levels and their understanding of systems and processes. We are starting to develop practical resources which will support all families to think and plan ahead, which will benefit both current and future families, and will be available long after this project has ended.

### ***Strategic Partnership with OCC Adult Social Care***

Our close working relationship with Adult Social Care was again a major benefit this year and enabled us to quickly respond and feedback issues that affect families. We meet quarterly with the locality teams. Working with Families workshops have also been part of our strategic partnership arrangement. Our funding agreement for this work was renewed for a further 3 years. .

### ***Moving into Adulthood Handbook***



Our Moving into Adulthood Handbook for Families was launched in November 2022, thanks to funding from Oxfordshire County Council Adult Social Care. This replaces the old guides on our website and the Transition Matters Guide, written in 2009. Kathy Liddell worked tirelessly for over a year to develop the resource, which has received some really positive feedback from families and professionals.

### ***Family Carer representation***

Ensuring that the issues that affect family carers are heard by those who develop and deliver services is an important part of the work we do at OxFSN. We have an increasing number of family carers attending meetings and participating on strategy groups and Boards.

We are members of Learning Disability England, the first membership organisation which brings together people with learning disabilities, family carers and organisations that work with them together.

Representatives from OxFSN have been part of key work to improve services through such initiatives as 'Bringing us Together', Building The Right Support and as experts by experience undertaking NHS England Care and Treatment Reviews (CTR's).

### ***LeDeR (Learning from Deaths of people with a Learning Disability)***

is a National programme. Our local group who are part of this programme is called The Vulnerable Adults Mortality group (VAM) and is a sub group of The Oxfordshire Safeguarding Adults Board (OSAB).

Programme Manager, Gail Hanrahan is a member of this group, with the aim of providing a family perspective.

We continue to use the learning and lessons from LeDeR locally to plan our events for families and professionals.

### ***Oxfordshire Parent Carer Forum (OXPCF)***

OxFSN continue to host and support the parent carer forum in Oxfordshire. Funding for this work is available annually from the Department for Education (DfE) via Contact.

Our Joint Facebook group 'The SEND Room' now has over 1.8k members and continues to be a source of information and advice, by parents for parents of SEND children and young people.

We'd like to take this opportunity once again to thank the forum steering group, who are all parent volunteers, for their hard work in ensuring that the voices of parent carers remains strong in Oxfordshire.



### ***Research***

Angeli Vaid continued to be our lead for research work and over the last year. The two projects with Dr Sara Ryan from Manchester Metropolitan University, Growing Older and Planning Ahead and Flourishing Lives completed in early 2023.

The idea for the Growing Older project came from our past Comic Relief-funded project 'Embolden' and OxFSN continues to be mentioned in publicity and research materials produced.

### ***Looking Ahead - The Future***

#### **Funding:**

Funding is looking pretty good at the moment, with guaranteed income, via grants for the next two years for strategic work and older carers. However, there is still a need to fund other Family Support activities. Bids to funders are in progress.

## **Future work & opportunities:**

We are looking at how we develop more guides and resources online, similar to the Moving into Adulthood Handbook. Funding is being sought to develop a handbook for families from birth to 16 in a similar format.

The All About Health website is due to be launched in November 2023. Keeping this updated will be an ongoing job for OxFSN.

In an ever-changing health, education and social care system there are always new opportunities for our involvement and to make sure the design and delivery of services is coproduced with family carers, alongside people with learning disabilities. As a small charity we are able to adapt and change our offer to families, being guided by them and what they tell us they need. As professionals come and go, we remain the 'holders' of the historical memory, which is increasingly needed in the current climate.

## ***And finally –***

A huge thank you to everyone who has worked with us and supported us over the last year.

The impact of Covid 19 on the families we support and the resulting, further pressures on statutory services can still not be underestimated. Along with the increase in the cost of living, it's a very challenging time for our families. As usual, we continue to highlight these challenges and the ongoing needs of families of people with learning disabilities in Oxfordshire.

**Thanks to our Funders for their support this year and to our family carers for their generous donations and fundraising on our behalf**



## Finance report for the year ending 31 March 2023

### Summary

OxFSN received total income for the year 22/23 of £128,251 (prior year £84,455) less expenditure of £113,157 (prior year £99,693) leading to a surplus of £15,095 (prior year had £15,238 deficit).

The bank balance at year-end was £124,604 (prior year £83,529).

### Income and Expenditure Account

We are pleased that income was higher than the prior year, whilst expenditure stayed relatively stable; income up by 51% and expenditure up by 13.5%; generating a surplus of £15,095 due to increased income. Income and expenditure have remained stable in the last two years.

<b>Income and Expenditure Account for the Year Ended 31 March 2023</b>				
	Current Year			Prior Year
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
Ordinary activities	33,124	95,127	128,251	84,455
Other activities	-	-	-	-
Total income	33,124	95,127	128,251	84,455
Expenditure	18,030	95,127	113,157	99,693
<b>Retained surplus</b>	<b>15,095</b>	<b>-</b>	<b>15,095</b>	<b>(15,238)</b>

## **Balance Sheet**

Cash at bank £124,604 was £41,345 higher than prior year. Accruals and deferred income (income received in advance) £61,344 were £26,539 higher than prior year. Total net assets were increased by £15,095 (the retained surplus for the year) to £52,679.

<b>Balance Sheet as at 31<sup>st</sup> March 2023</b>			
<b><u>Current assets</u></b>			
Cash at bank	124,604	83,529	
Debtors, prepayments & accrued income	3,135	902	
<b>Total current assets</b>	<b>127,739</b>	<b>84,431</b>	
<b><u>Current liabilities</u></b>			
Accounts payable	13,716	12,042	
Accruals & deferred income	61,344	34,805	
<b>Total current liabilities</b>	<b>75,060</b>	<b>46,847</b>	
<b>Net current and total assets</b>	<b>52,679</b>	<b>37,584</b>	
<b><u>Represented by</u></b>			
Unrestricted funds	52,679	37,584	
Restricted funds	-	-	
<b>Total funds</b>	<b>52,679</b>	<b>37,584</b>	

## Reserves

Unrestricted funds: a general fund was built in prior years to cover 12 months employment costs. Steps were taken to rebuild the fund during the year. £15,095 was added in the year to the fund and the balance now stands at £52,679. This balance is now above the informal target of £42,000.

Restricted funds: restricted grants are managed so as to match expenditure with income in the financial year.

<b>Reserves for the Year Ended 31 March 2023</b>				
	B/fwd 1 Apr 2022	In year	Transfers	C/fwd 31 Mar 2023
	£	£	£	£
<u>Unrestricted funds</u>				
Total	37,584	15,095	-	52,679
<u>Restricted funds</u>				
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-
<b>Total Funds</b>	<b>37,584</b>	<b>15,095</b>	<b>-</b>	<b>52,679</b>

## ***Accounting Policies***

OxFSN follows UK generally accepted accounting practice (UKGAAP). The particular policies adopted are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

1. Accounting convention  
These accounts have been prepared under the historical cost convention.
2. Critical accounting judgements and key sources of estimation uncertainty. In the application of the Company's accounting policies, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates and the estimates and underlying assumptions are continually reviewed. Revisions to accounting estimates are recognised, in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.
3. Critical judgements in applying accounting policies The following are the critical judgements, apart from those involving estimations (see below) that management has made in the process of applying the Company's accounting policies and that have the most significant effect on the amounts recognised in the financial statements
- 3.1 Accounting for Accruals. Various methods are used for calculating different types of accrual. They include:-
  - i. Trend analysis
  - ii. Judgement of directors
  - iii. Supplier statements
  - iv. Formulaic approach based on historical cost information
4. Accounting for Doubtful Debts - Impairment of receivables  
OxFSN is required to judge when there is sufficient evidence to impair individual receivables. It does this based on the age and status of the receivables.
5. Revenue  
Revenue in respect of services provided is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable. Where income is received for a specific activity that is to be delivered in the following year, that income is deferred.
6. Other expenses

Other operating expenses are recognised when, and to the extent that, the goods or services have been received. They are measured at the fair value of the consideration payable.

7. Property, plant and equipment Recognition property, plant and equipment is capitalised if:
- it is held for use in delivering services or for administrative purposes;
  - it is probable that future economic benefits will flow to, or service potential will be supplied to OxFNS;
  - it is expected to be used for more than one financial year;
  - the cost of the item can be measured reliably; and
  - the item has cost of at least £5,000.

Where a large asset, for example a building, includes a number of components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives.

8. Grants  
Revenue grants are treated as deferred income initially and credited to income to match the expenditure to which they relate.

9. Cash and cash equivalents. Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. In the Balance Sheet, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and that form an integral part of OxFNS's cash management.

10. Provisions are recognised when the Company has a present legal or constructive obligation as a result of a past event, it is probable that the Company will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting period, taking into account the risks and uncertainties.

11. Contingencies A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured sufficiently reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-

occurrence of one or more uncertain future events not wholly within the control of the trust. A contingent asset is disclosed where an inflow of economic benefits is probable.

12. Financial liabilities are recognised on the Balance Sheet when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

### **Independent examiner's report**

Report to the trustees of Oxfordshire Family Support Network Limited on Accounts for the year ended 31<sup>st</sup> March 2023.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section ,145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the

accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view and the report is limited to those matters set out in the statement below.I

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink that reads "Peter Crabb". The signature is written in a cursive style with a long horizontal stroke at the end of the name.

Peter Crabb. Independent Examiner

20<sup>th</sup> May 2023

Charity name	Oxfordshire Family Support Network
Charity registration number	1143367
Company registration number	7583197
Registered Office	30 Tamar Way, Didcot, Oxfordshire OX11 7QH Oxon
Directors and Trustees	Yvonne Cox - Chairman Jan Roast Charmian Hearne Jessica Patton Ms Kathleen Rist
Bankers	Lloyds Bank plc, Banbury,
Independent examiner	Peter Crabb, 22 Murcot Road, Upper Arcott, Oxon. OX25 1QH
Solicitor	Cooperatives UK, Hanover Street, Manchester. M60 0AS



**OXFORDSHIRE FAMILY SUPPORT NETWORK**

England & Wales - Charity number 1143367

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# Accounts

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*Inspiring, informing and involving families of people with learning disabilities*



**ANNUAL REPORT and ACCOUNTS**  
**1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022**

# Oxfordshire Family Support Network

The Directors present their annual report and financial statements for the year to 31<sup>st</sup> March 2022.

## **Report of the Directors**

### ***Introduction***

This is the eleventh Annual Report of Oxfordshire Family Support Network.

Oxfordshire Family Support Network (OxFSN) is a unique user-led organisation based in Oxfordshire, run by and for family carers of people with a learning disability. We provide independent information, advice and support by families for families of people with a learning disability. Set up by family carers who wanted to share their experience and knowledge to help others in the same situation, we strive to improve lives of people with learning disabilities and their families.

OxFSN is currently managed by a board of six trustees, of whom four are family carers of people with a learning disability. All of the individuals who carry out work on behalf of OxFSN are family carers.

## Highlights this year...



# From April 2021 to March 2022

## OxFSN have .....



supported 261 family carers  
of which 154 were new to OxFSN



provided 554 hours of support



run 15 online events attended by 220  
family carers and 147 professionals



worked with 184 professionals



connected with 59 organisations  
both local and national



attended 535 hours of meetings



delivered 131 hours of training

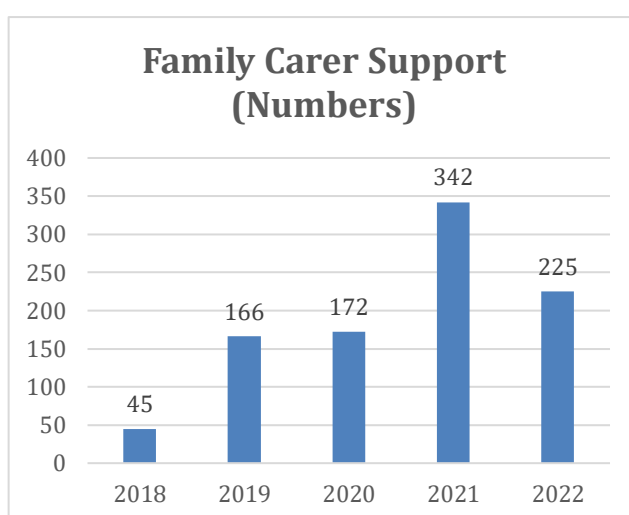
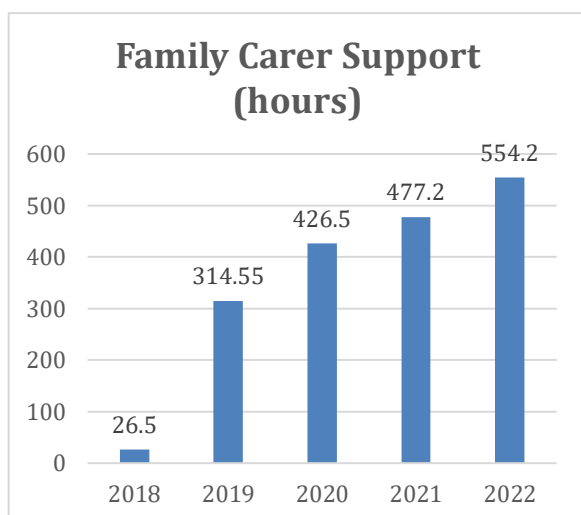


had 2 articles published

## Family Support

Our family support service covers a range of services, from telephone, email and face to face support to information events and workshops. We worked with 261 family carers and directly supported 225 individual families this year. The majority of meetings supporting families with professionals however remained online.

In the last year we have had fewer families contact us but with more complex, time consuming, ongoing issues. This, combined with a reduction in the team from 6 to 4 family support workers means there is a pressing need to recruit to this service. However, the major challenge for our family support service has been securing longer term funding, which has proved difficult.



We sent out a survey to measure the impact of our work. Of those families who responded to our Survey.....

**92%** of described the support of the Family Support service as 'helpful.'

**87%** felt '**less isolated**' as a result of support from OXFSN.

**93%** felt '**more able**' to manage their situation,

**94%** felt '**more confident**' in navigating the system

*"The way OxFSN actually listen and hear is good. That way we get good advice"*

*"Invaluable support!"*

*"With OxFSN, we the carers and the cared for are the experts and they have worked hard to empower us to stand in that identity. We thank you deeply"*

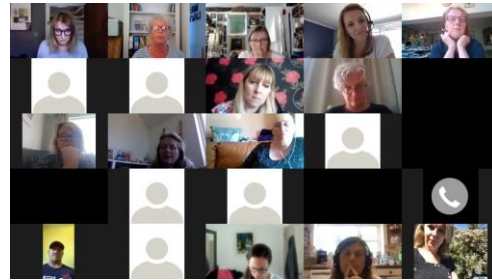
**Our online Q & A events** have been another way of providing families with the information they need. As with everything we do, we take our lead from families we support and arrange them on issues we get asked most about.

*“This has been invaluable”.*

Sessions included:

- Mental Capacity Act
- Supported Living x 2

And lots more



### ***Strategic Partnership with OCC Adult Social Care***

Our close working relationship with Adult Social Care was again a major benefit this year and enabled us to quickly respond and feedback issues that affect families. We meet quarterly with the locality teams and the newly formed Moving into Adulthood team. Working with Families workshops have also been part of our strategic partnership arrangement.

Our 3 year agreement came to an end at the end of this financial year, March 2022 and negotiations are underway for a renewal for the next 3 years.

### ***Working with Families Workshops and other Training***

Our Working with Families workshops remained online. We delivered 5 workshops in 2021-2022, attended by 84 professionals from Health and Social Care. Each session was oversubscribed and there are plans to continue to deliver these sessions.

We did a training session with Style Acre Managers in February, our 1<sup>st</sup> face-to face training for some time. It was fabulous to get back in a training room and we look forward to doing more of this in the coming year.

*“I just wanted to say a massive thank you for the day. We have had such lovely positive feedback from the team and it really got people thinking – which is what its all about. A great refresher 😊”* Becky Speight -Style Acre

## **Person Centred Think & Approaches Training**

In October 2021 we delivered Person Centred Thinking and Approaches training to staff from Oxford Health. It's the first time we have attempted to deliver this training online and although we'd always prefer face-to-face, the feedback we received was excellent.

*"I'd like to thank you for the training you have delivered, and state that from the feedback we received, the content was both relevant and challenging. In fact, we discussed the tools provided / training at our away day and we are thinking about how we make this part of what we routinely do, and how we support other teams also embedding it in practice.*

*The training exceeded expectations, and please do pass my thanks to all the team that enabled it to happen."*

We held 2 Person Centred Thinking and Planning courses for family carers – 2.5 hour sessions ran simultaneously over 4 weeks. 10 family carers took part in this training. Feedback was again excellent and plans for more sessions in the coming year are underway.

*"Incredibly helpful and so, so informative. I feel knowledgeable and well equipped to begin to plan xxx's future with xxx, family & friends. Prior to the course I felt totally lost and would have struggled with where to begin. I wish I'd done this course sooner but I'm so grateful that I have had the opportunity to do it."*

## **Moving into Adulthood Handbook**

We were very excited that OCC, Adult Social Care funded us to write a new Moving into Adulthood Handbook for Families. This replaces the current guides on our website and the Transition Matters Guide, written in 2009. Kathy Liddell has spent the last year, working hard to develop the handbook which should be ready to go online by Autumn 2022

## **Family Carer representation**

Ensuring that the issues that affect family carers are heard by those who develop and deliver services is an important part of the work we do at OxFSN. We have an increasing number of family carers attending meetings and participating on strategy groups and Boards. This year we were also invited to be members of the new Learning Disability and Autism Improvement Board, which oversees all issues related to learning disabilities and autism. The Board has representation from Health Education and Social Care from the highest level.

We are members of Learning Disability England, the first membership organisation which brings together people with learning disabilities, family carers and organisations that work with them together.

Representatives from OxFSN have been part of key work to improve services through such initiatives as 'Bringing us Together', Building The Right Support and as experts by experience undertaking NHS England Care and Treatment Reviews (CTR's).

**LeDeR (Learning from Deaths of people with a Learning Disability)** is a National programme. Our local group who are part of this programme is called The Vulnerable Adults Mortality group (VAM) and is a sub group of The Oxfordshire Safeguarding Adults Board (OSAB). Programme Manager, Gail Hanrahan is a member of this group, with the aim of providing a family perspective.

We continue to use the learning and lessons from LeDeR locally to plan our events for families and professionals.

## **Oxfordshire Parent Carer Forum (OXPCF)**

OxFSN continue to manage and support the parent carer forum in Oxfordshire. The forum is supported by a coordinator, who is also a parent carer and is managed by OxFSN. Funding for this work is available annually from the Department for Education (DfE) via Contact.

We ran several online Q&A Sessions this year, in partnership with OxPCF and are looking forward to greater joint working in the coming year.

Our Joint Facebook group 'The SEND Room' now has over 1000 members and continues to be a source of information and advice, by parents for parents of SEND children and young people



We'd like to take this opportunity to thank the forum steering group, who are all parent volunteers, for their hard work in ensuring that the voices of parent carers remains strong in Oxfordshire.

## **Research**

Angeli Vaid continues to be our lead for research work and over the last year has worked on two projects with Dr Sara Ryan from Manchester Metropolitan University, Growing Older and Planning Ahead and Flourishing Lives.

The idea for the Growing Older project came from our past Comic Relief-funded project 'Embolden'. Embolden aimed to support, advocate for and empower older family carers who were caring for a family member with a learning disability in Oxfordshire. This further research is a fantastic legacy for Embolden.

## **Looking Ahead - The Future**

### **Funding:**

We were fortunate to be able to secure some small pots of emergency funding, to enable us to continue the work of supporting families during the pandemic. This ran out in January 2022. Consequently, there is a pressing need to secure longer term funding for our Family Support Service. Competition is tough for grant funding currently, but we are hopeful that we are now in a better position to demonstrate the value of OxFSN and the impact on and outcomes for families.

Applications are also underway for Embolden 2, to follow on the work already undertaken and ensure older carers remain a priority when it comes to planning for the future.

*\* NEWS FLASH! – at time of writing we have just learned we have been successful in obtaining 3-year funding for Embolden 2 from The National Lottery Community Fund 😊*

### **Future work & opportunities:**

Just before the end of this financial year we were approached by the Head of SEND at OCC to work with them to revamp Oxfordshire's **SEND Local Offer**. We will do this in partnership with Parent Carer Forum. Sarah Karnick, parent carer and steering group rep, from the Forum joined us to deliver this work.

We were also given funding from Oxfordshire CCG to develop a comprehensive online **Health Resource**, for people with learning disabilities, their families and the professionals who work with them. There are hundreds of resources out there, which we aim to collate, with the aim of developing a resource that is, easy to find, easy to navigate and easy to read! Satnam Kaur (parent) and Tilly Hanrahan-Barnes joined us start the research.

Working online has been a necessity over the last couple of years but it opened up a number of new opportunities for working with families and professionals, both locally and nationally. As well as saving time and money for us, reducing the need to pay travel expenses, it is also easier for families and professionals to attend events. We intend to keep some of the virtual events going, alongside face-to-face events where possible and practical.

We are looking at further developing our training offer and have plans for more workshops for families and professionals. This joint working is so valuable and we are very keen to develop a stronger working relationship with children's services in Education, Health and Social Care, replicating what we have with Adult Social Care as a model of good practice and sharing this widely, locally and nationally. We hope, in the coming year, the Local offer will help with this.

### ***And finally –***

A huge thank you to everyone who has worked with us and supported us over the last year.

The impact of Covid 19 on the families we support and the resulting, further pressures on statutory services are huge. Along with the increase in the cost of living, we envisage a greater call on us from families for support in the coming year and beyond. As usual, we aim to meet these challenges head on as we continue to highlight the needs of families of people with learning disabilities in Oxfordshire and respond to what they tell us they need.

**Thanks to our Funders for their support this year and to our family carers for their generous donations and fundraising on our behalf**



**The 29<sup>th</sup> of May 1961 Charitable Trust, Pye Charitable Settlement, St Michaels & All Saints Charitable Trust.**

## Finance report for the year ending 31 March 2022

### Summary

OxFSN received income of £84,455 (prior year £104,301) and expended £99,693 (prior year £103,069) resulting in a deficit of £15,238 (prior year £1,232 surplus). The bank balance at year-end was £83,529 (prior year £70,958).

### Income and Expenditure Account

Both income and expenditure were lower than last year; income - 20% and expenditure - 3%. Income and expenditure have remained stable in the last two years. The deficit of £15,238 was the consequence of a reduction in income.

	Current Year			Prior Year
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
Ordinary activities	28,748	55,707	84,455	104,301
Other activities	-	-	-	-
<b>Total income</b>	<b>28,748</b>	<b>55,707</b>	<b>84,455</b>	<b>104,301</b>
Expenditure	43,986	55,707	99,693	103,069
<b>Retained surplus</b>	<b>(15,238)</b>	<b>-</b>	<b>(15,238)</b>	<b>1,232</b>

## Balance Sheet

Cash at bank £83,529 was £12,571 higher than prior year. Accruals and deferred income (income received in advance) £34,805 were £5,665 higher than prior year. Total net assets were reduced by £15,238 (the retained surplus for the year) to £37,584.

<b>Balance Sheet as at 31 March 2022</b>		
	Current Year	Prior Year
	£	£
<u>Current assets</u>		
Cash at bank	83,529	70,958
Debtors, prepayments & accrued income	902	20,451
<b>Total current assets</b>	<b>84,431</b>	<b>91,410</b>
<u>Current liabilities</u>		
Accounts payable	12,042	9,448
Accruals & deferred income	34,805	29,140
<b>Total current liabilities</b>	<b>46,847</b>	<b>38,588</b>
<b>Net current and total assets</b>	<b>37,584</b>	<b>52,822</b>
<u>Represented by</u>		
Unrestricted funds	37,584	52,822
Restricted funds	-	-
<b>Total funds</b>	<b>37,584</b>	<b>52,822</b>

## Reserves

Unrestricted funds: a general fund was built prior to this year to cover 12 months employment costs. £15,238 was withdrawn in the year to fund activities and the balance now stands at £37,584. This balance is below the informal target of £42,000 and steps will be taken to rebuild it.

Restricted funds: restricted grants are managed so as to match expenditure with income in the financial year. To the extent that balances brought forward from previous years are not fully spent, they are transferred to unrestricted funds at the end of the project periods.

<b>Reserves for the Year Ended 31 March 2022</b>				
	B/fwd 1 Apr 2021	In year	Transfers	C/fwd 31 Mar 2022
	£	£	£	£
<u>Unrestricted funds</u>				
Total	52,822	(15,238)	-	37,584
<u>Restricted funds</u>				
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Total	-	-	-	-
<b>Total Funds</b>	<b>52,822</b>	<b>(15,238)</b>	<b>-</b>	<b>37,584</b>

## ***Accounting Policies***

OxFSN follows UK generally accepted accounting practice (UKGAAP). The particular policies adopted are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

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  - 3.1 Accounting for Accruals. Various methods are used for calculating different types of accrual. They include:-
    - i. Trend analysis
    - ii. Judgement of directors
    - iii. Supplier statements
    - iv. Formulaic approach based on historical cost information
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OxFSN is required to judge when there is sufficient evidence to impair individual receivables. It does this based on the age and status of the receivables.
5. Revenue  
Revenue in respect of services provided is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable. Where income is received for a specific activity that is to be delivered in the following year, that income is deferred.
6. Other expenses

Other operating expenses are recognised when, and to the extent that, the goods or services have been received. They are measured at the fair value of the consideration payable.

7. Property, plant and equipment Recognition property, plant and equipment is capitalised if:
- it is held for use in delivering services or for administrative purposes;
  - it is probable that future economic benefits will flow to, or service potential will be supplied to OxFSN;
  - it is expected to be used for more than one financial year;
  - the cost of the item can be measured reliably; and
  - the item has cost of at least £5,000.

Where a large asset, for example a building, includes a number of components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives.

8. Grants  
Revenue grants are treated as deferred income initially and credited to income to match the expenditure to which they relate.
9. Cash and cash equivalents. Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. In the Balance Sheet, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and that form an integral part of OxFSN's cash management.
10. Provisions are recognised when the Company has a present legal or constructive obligation as a result of a past event, it is probable that the Company will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting period, taking into account the risks and uncertainties.
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reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust. A contingent asset is disclosed where an inflow of economic benefits is probable.

12. Financial liabilities are recognised on the Balance Sheet when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

## **Independent examiner's report**

Report to the trustees of Oxfordshire Family Support Network Limited on Accounts for the year ended 31<sup>st</sup> March 2022.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section ,145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view and the report is limited to those matters set out in the statement below.

## **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink that reads "Peter Crabb". The signature is written in a cursive, flowing style with a large initial 'P' and 'C'.

Peter Crabb. Independent Examiner

3<sup>rd</sup> June 2022

Charity name	Oxfordshire Family Support Network
Charity registration number	1143367
Company registration number	7583197
Registered Office	30 Tamar Way, Didcot, Oxfordshire OX11 7QH Oxon
Directors and Trustees	Yvonne Cox - Chairman Jan Roast Mena Remedios Charmian Hearne Jessica Patton Ms Kathleen Rist
Bankers	Lloyds Bank plc, Banbury,
Independent examiner	Peter Crabb, 22 Murcot Road, Upper Arcott, Oxon. OX25 1QH
Solicitor	Cooperatives UK, Hanover Street, Manchester. M60 0AS



**OXFORDSHIRE FAMILY SUPPORT NETWORK**

England & Wales - Charity number 1143367

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# Accounts

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*Inspiring, informing and involving families of people with learning disabilities*



**ANNUAL REPORT and ACCOUNTS**  
**1<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021**

# Oxfordshire Family Support Network

The Directors present their annual report and financial statements for the year to 31<sup>st</sup> March 2021.

## Report of the Directors

### ***Introduction***

This is the tenth Annual Report of Oxfordshire Family Support Network.

Oxfordshire Family Support Network (OxFSN) is a unique user-led organisation based in Oxfordshire, run by and for family carers of people with a learning disability. We provide independent information, advice and support by families for families of people with a learning disability. Set up by family carers who wanted to share their experience and knowledge to help others in the same situation, we strive to improve lives of people with learning disabilities and their families.

OxFSN is currently managed by a board of six trustees, of whom four are family carers of people with a learning disability. All of the individuals who carry out work on behalf of OxFSN are family carers.

### ***Highlights and Challenges this year***

2020/2021 has been a challenging year to say the least. It started with the country in total 'lockdown' due to Covid 19 and ended with the country back in 'lockdown' after months of yoyoing, adding and lifting of restrictions. At the time of writing we are all still working from home and waiting for the go ahead to get back into our office.



Like everyone else we had to find a new way of working in 2020 and everything we do moved online. Fortunately, we already had a Zoom Pro account, which we were used to using so were able to get going with online meetings right from the start.

The biggest challenge to OxFSN was undoubtedly responding to the increased demand on our services. Responding to the concerns and worries of the families we support had its own challenges too. As everyone who works with us is a family carer we were living and breathing the very same concerns and worries for our own loved ones and ourselves, some juggling home schooling, others separated from their relatives who live in supported living. I am immensely proud of Team OxFSN for pulling together. The support they provided to each other and me, and the huge commitment they have shown to keep supporting other families during this unprecedented time has been amazing.

Thanks to emergency funding from The Oxfordshire Community Foundation, which got us through the initial manic first lockdown month (end April-end May). And with a further grant from the National Lottery Community Fund we were able to sustain our activities and deliver what our families needed without spending from our reserves.

In 2020-2021 we....

- Supported 342 family carers – 244 of whom were new to OXFSN
- Provided 477 hours of family support.
- Delivered 16 Q&A online events -7 in partnership with OxPCF - attended by 396 family carers and 146 professionals
- Spent 647 hours in meetings with professionals, representing the views of families and as strategic partners.
- Worked with 103 different organisations, locally and nationally.
- Worked with national organisations to develop a Covid 19 emergency Hospital Passport (Grab & Go guide) approved by NHS and used nationally.
- Worked with OCC to develop a Covid ID card for carers in Oxfordshire.
- Kept our website updated with information relevant to family carers and shared via social media and through our data base.
- Kept in touch with carers who do not have access to online activities, checking in to make sure they were okay.

**Covid-19 Grab and Go Guide**   
Form

**I have a learning disability or I am autistic** 

**• THIS GUIDE IS REALLY IMPORTANT DURING THE COVID-19 PANDEMIC**

- The Human Rights Act means that staff in the NHS must respect and protect my human rights when making decisions about my care even in the time of the Covid-19.
- Decisions about treatment should be made on an individual basis and in consultation with families taking into account my usual health. Decisions about my treatment and resuscitation should not be made based on my learning disability or autism or the Clinical Frailty Scale.
- All decisions must be made in accordance with principles of the Mental Capacity Act.

My name is:

I like to be called:  Date of birth:

My NHS Number is:

My next of kin/ representative:

Their phone number:

I am able to indicate YES and NO to your questions by:

I have previously had the following breathing problems (asthma /history of infections etc.):

Any other things that may comprise my airway e.g. past surgery:

**This should be read in conjunction with my hospital passport**



As always, everything we did was based on what families were telling us they needed and we checked in with them regularly through online coffee and chat sessions.

We sent out a survey to measure the impact of our work. Of those families who responded to our Survey.....

- **79% felt much more** able to manage their situation with support from OxFSN. A further **18%** said they felt more able.
- **82%** of families supported by OxFSN told us they felt 'less isolated'.

- **81%** of professionals who attended our Working with Families Workshops rated it excellent. The remainder rated it as very good. **100%** of attendees said they would recommend a colleague.

*“I saw the post on FB which is more reassuring than the horror stories I have been reading about DNR’s and your child being alone.”*

## **Family Support**

Our family support service covers a range of services, from telephone, email and face to face support to information events and workshops. We supported individual families in online meetings with professionals this year, rather than face-to-face. We think this worked well and will continue to offer this as an option for families even when we are able to do face-to-face again.

Funding for our Family Support Service came to an end in January 2021. There is a pressing need to secure longer term funding but, we managed to secure some emergency funding to see us through the year, through The Oxfordshire Community Foundation and The National Lottery Community Fund.

## **Question & Answer Zoom Events**



**Talking to Health Professionals about Covid - April 9<sup>th</sup> 2020**

*“Thank you so much for delivering the Webinar/Zoom meeting - feeling so much more assured - really appreciate (it)”.*

The Online Zoom Q&A’s - were a great way to get information and clarity about the ever changing situation, directly to families. We invited key professionals from the council and health services to attend and take questions from family carers. Each session was filmed and added to our You Tube Channel for families unable to attend.

Questions and answers were also shared with others on our database and through social media pages.

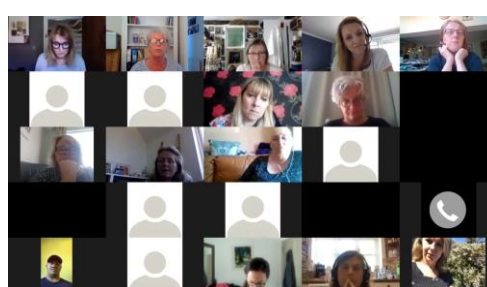
They were so popular and useful we intend to continue to work this way alongside our usual face-to-face events (when allowed.)

*“This has been invaluable”.*

Sessions included:

- Direct Payments – what can they be spent on when usual services and activities are closed
- Returning to School
- School transport arrangements
- Annual Health Checks and reasonable adjustments
- Constipation –‘Let’s talk about Poo!’

And lots more



### ***Strategic Partnership with OCC Adult Social Care***

Our close working relationship with Adult Social Care was a huge benefit this year and enabled us to quickly alert services to the issues families were facing. We meet quarterly with the locality teams and have key contacts who can quickly respond to any pressing need. Our Working with Families workshops are also part of our strategic partnership arrangement as is a large event, such as the information fair or our Better Together event. Unfortunately, neither of these were possible this year.

We believe this is such a good model of engagement and hope to replicate it with Children’s Services in the coming year.

### ***Working with Families Workshops***

We moved our Working with Families workshops online, reducing it from a four hour workshop to a two and half hour online one. This is definitely much better as a face-to-face workshop but for this year, online had to suffice. We delivered 4 workshops in 2020-2021, attended by 64 professionals from Health and Social Care. Each session was over subscribed and plans to continue to deliver these sessions were developed for 2021-2022

- **81%** of professionals who attended our Working with Families Workshops rated it excellent. The remainder rated as very good.
- **100%** of attendees said they would recommend a colleague.

As part of the working with families training we produced a short film called “Accessing the Community” – Service Speak - This ‘tongue in cheek’ film highlights the need to think about the language used by professionals when talking about people who use services.

<https://www.youtube.com/watch?v=bitGNuvZkWA&t=30s> it has had over 2000 hits and is being used in training by some support providers.

**LeDeR (Learning from Deaths of people with a Learning Disability)** is a National programme. Our local group who are part of this programme is called The Vulnerable Adults Mortality group (VAM) and is a sub group of The Oxfordshire Safeguarding Adults Board (OSAB). As Programme Manager of OxFSN I am a member of this group, and aim to provide a family perspective.

Meetings were held weekly at the start of the Pandemic to monitor any deaths of people with learning disability locally and the impact of Covid 19. The Annual report can be found here <https://www.osab.co.uk/wp-content/uploads/2021/07/ITEM-05-LeDeR-Annual-Report-FINAL.pdf>

We continue to use the learning and lessons from LeDeR locally to plan our events for families and professionals, such as the 'Lets talk about Poo' and the Annual Health Checks events.



### Family Support



### Quality Checkers



### Training & events–

- Working with families
- Online Q&A's

### Family Carer representation (locally):

- Co-Production Board
- Vulnerable Adults Mortality Subgroup
- OACP
- Carers Forum
- SEND Programme Board

### National Representation

- NHS England (CTR's)
- LD England
- 'Making Families Count'
- Bringing us Together
- Contact

### Research:

- NIHR –The National Institute for Health Research
- Oxford University

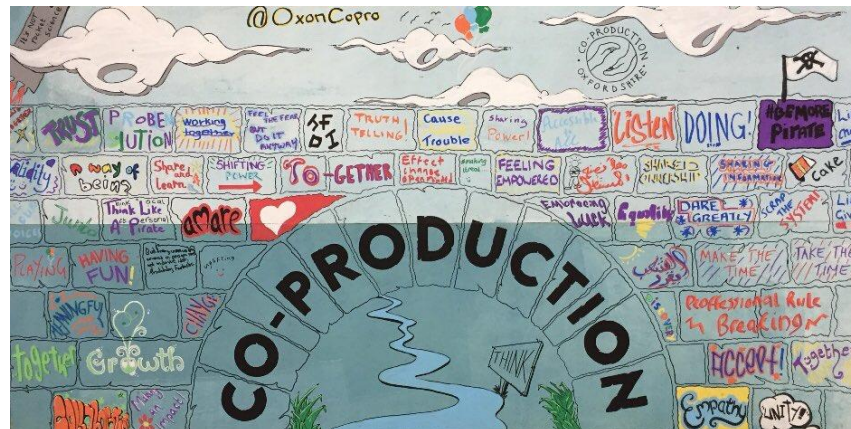
## Quality Checkers

Quality checkers visits stopped at the start of this year to be replaced by virtual visits on Microsoft Teams from September. Although not ideal it was felt it would be a useful way to check in with people and provide a least some level of independent checking. This work is commissioned and funded by Oxfordshire County Council through a contract with My Life My Choice. OxFSN was initially approached by OCC, along with MLMC in 2015 to be part of this project. However, in March this year MLMC decided that our input into this project was no longer required. We were very disappointed by this unexpected development but wish MLMC well with this very important work.

## Family Carer representation

Ensuring that the issues that affect family carers are heard by those who develop and deliver services is an important part of the work we do at OxFSN. We have an increasing number of family carers attending meetings and participating on strategy groups and Boards.

Two members of the OxFSN team (Kathy Liddell & Jo Barnicoat) are part of the co-production Board and Jo Barnicoat is Co-Chair. This representation gives us stronger links to senior commissioners and a better understanding of, and input into the work being undertaken by the council.



We are members of Learning Disability England, the first membership organisation which brings together people with learning disabilities, family carers and organisations that work with them together.

Representatives from OxFSN have been part of key work to improve services through such initiatives as 'Making Families Count', 'Bringing us Together' and as experts by experience undertaking NHS England Care and Treatment Reviews (CTR's).

## **Oxfordshire Parent Carer Forum (OXPCF)**

OxFSN continue to manage and support the parent carer forum in Oxfordshire, which is still going from strength to strength. The forum is supported by a coordinator, who is also a parent carer and is managed by OxFSN . Funding for this work is available annually from the Department for Education (DfE) via Contact.

We ran several online Q&A Sessions this year, in partnership with OxPCF and by the end of March 2021 and are looking forward to greater joint working in the coming year.

At time of writing we were looking at setting up a FaceBook group, called The Oxfordshire SEND room due to the closure of the SHIFT Facebook page.



## **Research**

Angeli continues to be our lead for research work and over the last year has worked on two projects with Dr Sara Ryan from Oxford University. Growing Older and Planning Ahead and Flourishing Lives.

The idea for the Growing Older project came from our Comic Relief-funded project 'Embolden'. Embolden aimed to support, advocate for and empower older family carers who were caring for a family member with a learning disability in Oxfordshire. Over three years carers took part in a series of events on topics such as health, finance and housing. Issues of concern included consent, decision making, transition planning and financial assessments and older carers often. This further research is a fantastic legacy for Embolden.

## **The Future**

### **Funding:**

We were fortunate to be able to secure some small pots of emergency funding, to enable us to continue the work of supporting families during the pandemic. There is a pressing need to secure longer term funding for our Family Support Service. Competition is tough for grant funding at the moment but we are hopeful that we are now in a better position to demonstrate the value of OxFSN and the impact on and outcomes for families.

### **Future work & opportunities:**

We are still keen to follow up the valuable work of supporting older carers and planning for Embolden phase two is now underway.

Working online has been a necessity over the last year but it has also opened up a number of new opportunities of working with families and professionals. As well as saving time and money for us, reducing the need to pay travel expenses, it is also easier for families and professionals to attend events. Whilst we are looking forward to face-to-

face working again we intend to keep some of the virtual events going even when we are allowed back in actual rooms together.

We are looking at further developing our training offer and have plans for more workshops for families and professionals. This joint working is so valuable and we are very keen to develop a stronger working relationship with children's services in Education, Health and Social Care, replicating what we have with Adult Social Care as a model of good practice and sharing this widely, locally and nationally.

***And finally –***

The pressure on everyone through this last year cannot be underestimated. The impact of Covid 19 on the families we support and the resulting, further pressures on statutory services are huge and present many challenges for OxFSN in the coming year and beyond. As usual, we aim to meet these challenges head on as we continue to highlight the needs of families of people with learning disabilities in Oxfordshire and respond to what they tell us they need.

**Thanks to our Funders for their support this year and to our family carers for their generous donations and fundraising on our behalf**



## Finance report for the year ending 31st March 2021

Summary OxFSN received income of £104.3k (£100.0k last year) and expended £103.1k (£97.2k last year) resulting in a surplus of £1.2k (£2.8k last year). The bank balance at year-end was £71.0k (£82.8k last year).

Income and Expenditure Account Both income and expenditure were a little higher than last year; income + 4% and expenditure + 6%. Income and expenditure have remained stable in the last two years.

	Current Year			Prior Year
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£
Ordinary activities	30,628	73,674	104,302	100,012
Other activities	-	-	-	-
<b>Total income</b>	<b>30,628</b>	<b>73,674</b>	<b>104,302</b>	<b>100,012</b>
Expenditure	29,396	73,674	103,069	97,219
<b>Retained surplus</b>	<b>1,232</b>	<b>-</b>	<b>1,232</b>	<b>2,793</b>

## Balance Sheet

Cash at bank £71.0 was £11.8k lower than prior year. Accruals and deferred income (income received in advance) £29.1k were £5.9k higher than prior year. Total net assets increased by £1.2k (the retained surplus for the year) to £52.8k

<b>Balance Sheet as at 31 March 2021</b>		
	Current Year	Prior Year
	£	£
<u>Current assets</u>		
Cash at bank	70,958	82,836
Prepayments & accrued income	20,451	484
<b>Total current assets</b>	<b>91,410</b>	<b>83,320</b>
<u>Current liabilities</u>		
Accounts payable	9,448	8,525
Accruals & deferred income	29,140	23,205
<b>Total current liabilities</b>	<b>38,588</b>	<b>31,730</b>
<b>Net current and total assets</b>	<b>52,822</b>	<b>51,590</b>
<u>Represented by</u>		
Unrestricted funds	52,822	51,590
Restricted funds	-	-
<b>Total funds</b>	<b>52,822</b>	<b>51,590</b>

## Reserves

Unrestricted funds: a general fund was built prior to this year to cover the commitment of employing staff. £1.2k was added to this in the year and the balance now stands at £52.8k.

Restricted funds: restricted grants are managed so as to match expenditure with income in the financial year. The balances inherited from previous years have been either spent, or transferred as a contribution to overheads at the end of the lives of the projects.

<b>Reserves for the Year Ended 31 March 2021</b>				
	B/fwd 1 Apr 2020	In year	Transfers	C/fwd 31 Mar 2021
	£	£	£	£
<b><u>Unrestricted funds</u></b>				
Total	51,590	1,232	-	52,822
<b><u>Restricted funds</u></b>				
Comic Relief Embolden	-	-	-	-
Oxfordshire County Council	-	-	-	-
Parents'/Carers' Forum	-	-	-	-
WikiMe	-	-	-	-
Total	-	-	-	-
<b>Total Funds</b>	<b>51,590</b>	<b>1,232</b>	<b>-</b>	<b>52,822</b>

## ***Accounting Policies***

OxFSN follows UK generally accepted accounting practice (UKGAAP). The particular policies adopted are described below. They have been applied consistently in dealing with items considered material in relation to the accounts.

1. Accounting convention  
These accounts have been prepared under the historical cost convention.
2. Critical accounting judgements and key sources of estimation uncertainty. In the application of the Company's accounting policies, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates and the estimates and underlying assumptions are continually reviewed. Revisions to accounting estimates are recognised, in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.
3. Critical judgements in applying accounting policies The following are the critical judgements, apart from those involving estimations (see below) that management has made in the process of applying the Company's accounting policies and that have the most significant effect on the amounts recognised in the financial statements
- 3.1 Accounting for Accruals. Various methods are used for calculating different types of accrual. They include:-
  - i. Trend analysis
  - ii. Judgement of directors
  - iii. Supplier statements
  - iv. Formulaic approach based on historical cost information
4. Accounting for Doubtful Debts - Impairment of receivables  
OxFSN is required to judge when there is sufficient evidence to impair individual receivables. It does this based on the age and status of the receivables.
5. Revenue  
Revenue in respect of services provided is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable. Where income is received for a specific activity that is to be delivered in the following year, that income is deferred.
6. Other expenses  
Other operating expenses are recognised when, and to the extent that, the goods or services have been received. They are measured at the fair value of the consideration payable.
7. Property, plant and equipment Recognition property, plant and equipment is capitalised if:
  - it is held for use in delivering services or for administrative purposes;

- it is probable that future economic benefits will flow to, or service potential will be supplied to OxFSN;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably; and
- the item has cost of at least £5,000.

Where a large asset, for example a building, includes a number of components with significantly different asset lives, the components are treated as separate assets and depreciated over their own useful economic lives.

8. Grants

Revenue grants are treated as deferred income initially and credited to income to match the expenditure to which they relate.

9. Cash and cash equivalents. Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. In the Balance Sheet, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and that form an integral part of OxFSN's cash management.

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11. Contingencies A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust, or a present obligation that is not recognised because it is not probable that a payment will be required to settle the obligation or the amount of the obligation cannot be measured sufficiently reliably. A contingent liability is disclosed unless the possibility of a payment is remote.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the trust. A contingent asset is disclosed where an inflow of economic benefits is probable.

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## **Independent examiner's report**

Report to the trustees of Oxfordshire Family Support Network Limited on Accounts for the year ended 31<sup>st</sup> March 2021.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income does not exceed £250,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section ,145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view and the report is limited to those matters set out in the statement below.

## **Independent examiner' s statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006 ; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) ) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink that reads "Peter Crabb". The signature is written in a cursive style with a large, sweeping initial 'P' and a distinct 'C'.

Peter Crabb. Independent Examiner

9<sup>th</sup> June 2021

Charity name	Oxfordshire Family Support Network
Charity registration number	1143367
Company registration number	7583197
Registered Office	30 Tamar Way, Didcot, Oxfordshire OX11 7QH Oxon
Directors and Trustees	Yvonne Cox - Chairman Jan Roast Mena Remedios Charmian Hearne Jessica Patton Ms Kathleen Rist
Bankers	Lloyds Bank plc, Banbury,
Independent examiner	Peter Crabb, 22 Murcot Road, Upper Arccott, Oxon. OX25 1QH
Solicitor	Cooperatives UK, Hanover Street, Manchester. M60 0AS

