



## Trustees' Annual Report for the period

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
From 01	08	2020	To 31	07	2021

### Section A

### Reference and administration details

Charity name

The Active Life Foundation

Other names charity is known by

Registered charity number (if any)

1181532

Charity's principal address

31 Brunel Street

Ferryhill

Co. Durham

Postcode

DL17 8NX

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kevin Young	Chair		
2	Jonathon Brian Thompson	Secretary		
3	Chris James Spence			
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution (2019)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing trustees by a resolution passed at a properly convened meeting of the charity trustees.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Active Life Foundation has in place the following policies and procedures-: Bullying & Harassment, Code of Behaviour, Conflict of Interests, Equal Opportunities, Financial Management, Health and Safety, Safeguarding children and young people, Safeguarding adults, Safe Recruitment, Supervision and Whistle Blowing. All of which are reviewed periodically.

Safeguarding training (up to Level 3 Designated Lead) and Enhanced DBS checks are undertaken by all relevant individuals.

The Active Life Foundation has a written induction policy. All relevant individuals complete the induction process; which details the policies and procedures of The Active Life Foundation.

The Active Life Foundation is a member of the Darlington Organisations Together forum facilitated by HealthWatch Darlington, which brings together VCSE sector organisations sharing best practice. The Active Life Foundation works in partnership with numerous organisations and is involved in networks with Street Games, Tees Valley Sport, County Durham Sport and Pioneering Care Partnership. The Active Life Foundation is also a member of SPORTED, a specific body which supports and aids the development of VCSE sector. In addition The Active Life Foundation receives updates for best safeguarding practice from body's such as Ann Craft Trust and NSPCC child protection in Sport Unit.

The Active Life Foundation's has a risk register and 'near misses' document, this is reviewed on an ongoing basis. This process addresses how The Active Life Foundation is continually looking to mitigate risks and improve the standard of all policies and procedures. This process looks to identifying possible risks, including risks to our beneficiaries or to anyone connected to The Active Life Foundation that are current or may be



emerging in the future and how to mitigate those risks. This process is one way how The Active Life Foundation is continually managing the risk.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To promote for the benefit of the inhabitants of England, the provision of facilities for healthy recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances with the object of improving their conditions of life.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In planning the activities for the year the Trustees have considered the Charity Commission's guidance on public benefit at their meetings and confirm that public benefit has been provided by the range of activities delivered.

The focus of our activities are creating physical activities in areas of high economic and social deprivation. The physical activities delivered in the community aim to improve individuals' conditions of life through increased physical health (proven to prevent & manage over 20 chronic conditions) and mental health (proven to reduce stress, anxiety), individual well-being (increase in self-esteem and self-efficacy), social and community well-being (increased social interactions & reduced isolation) and economic well-being (improved job prospects of individuals and reduction on public sector spending e.g. for the NHS reduction of medical costs due to improved health, reduction in anti social behaviour and reduced pressure on local police forces).

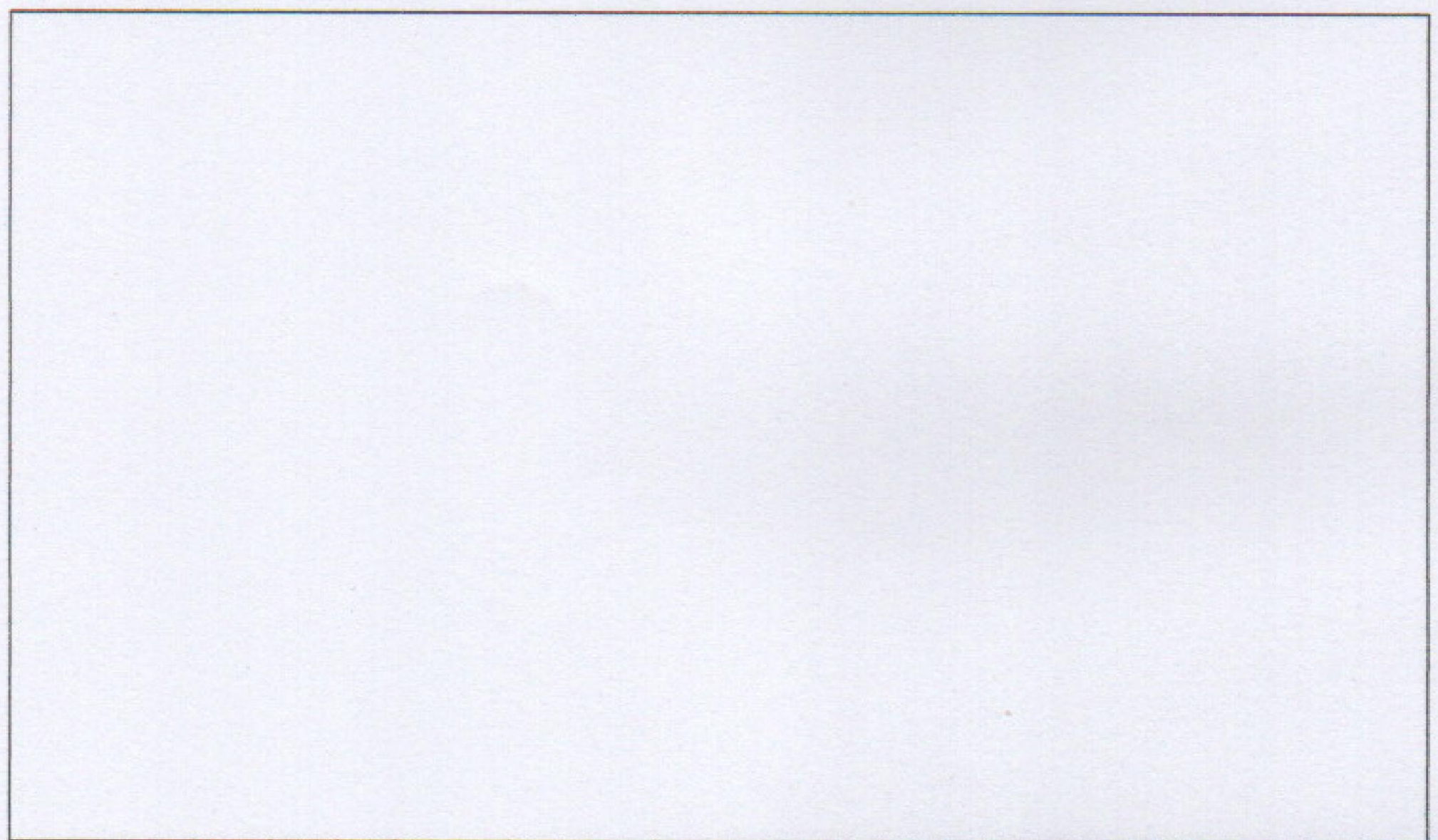
The activities delivered range from Chair Based Exercise, Health Walks, Archery, Just Bowls, New Age Kurling, Fitness Classes, Basketball Badminton, low impact fitness classes, Pilates, family fitness and running groups. The majority of our sessions are provided free of charge with a few ranging between £1 - £3.



**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



**Section D**

**Achievements and performance**



**Summary of the main achievements of the charity during the year**

**Step Out Project**

Delivery of the Step Out project was disrupted due to the pandemic and various lockdowns with delivery model changing inline with Government guidelines and relevant restrictions.

Outdoor activities such as Couch 2 5K were promoted to fit guidelines. With certain activities moving indoors when restrictions allowed, with certain elements of delivery changing for example the 'fit and feed' altered with the food provision being limited due to restrictions.

The pandemic, restrictions and guidelines placed extra stress on resources, as the additional workload to implement control measures to ensure a Covid secure environment took between 1 – 2 hours per sessions. Resulting in the total time for the delivery of a one hour session being up to 3 hours.

Step Out had huge success in engaging the target audience; individuals from lower social economic groups, long term unemployed, people with disabilities, who were inactive and moving them into at least 30 mins of physical activity a week.

Many positive outcomes were achieved through this project with the evaluation highlighting improved physical and mental wellbeing, self efficacy and 'softer' employability skills.

**CDCF Community Safety Fund**

The Active Life Foundation continued to deliver and completed the rebound project an anti-social behaviour project which saw physical activity sessions delivered as diversionary activities with educational workshops focusing on Crime, staying safe online, Alcohol and Drug Misuse and Safeguarding.

The pandemic altered the delivery of project which focused on outdoor sessions initially moving indoors when restrictions allowed, implementing the relevant control measures.

The project was based in areas of high deprivation which had the highest prevalence of Anti social behaviour, Rebound engaged 50 individuals from our target audience and delivered 142 hours of divisionary activity. 92% of project participants reported an improvement in either their physical or mental health.

Additionally, closer relationships with local agencies such as the neighbourhood police have emerged enabling a greater ability to reach those most in need.

**CDCF NHS Health Improvement Fund**

The Active Life Foundation completed the Healthy Leisure project funded through the NHS Health Improvement Fund administrated by County Durham Community Foundation.

In line with national restrictions and Government guidelines project delivery moved to non contact model and supported individuals to be active and inline with the relevant guidelines moved to outdoor delivery when allowed, implementing the relevant 58 control measures to prevent to spread of coronavirus.

Relevant outcomes are listed below

97% of participants reported an improvement to health

70% of participants reported a reduction in isolation / loneliness

75% of participants reported having a long term health condition

80% of the participants we engaged were from our target audience



**ESC Lottery Fund – ParaSport**

The Active Life Foundation secured funding to purchase specialist equipment to provide inclusive, accessibility physical activities on people's 'doorstep' in locations where they were already attending. Using a community asset based approach The Active Life Foundation worked with Disability groups and provided modified adapted inclusive provision. Additionally The Active Life Foundation also worked with Luncheon clubs and faith groups to support individuals with long term chronic conditions into physical activity. The pandemic delayed the start of the project due to the restrictions that were in place.

**Pioneering Care Partnership CCG – Young at Heart**

The Active Life Foundation secured funding to create a safe environment for individuals aged 65+ to participate in appropriate, moderate intensity physical activities. With personnel providing support and advice and signposting if necessary to mental health services. This project aimed to improve physical health of participants – improved cardiovascular health, reduced risk of diabetes, less pain; as well as mental and emotional wellbeing – improved social interactions, relationships, reduced isolation and loneliness; therefore looking to have a positive affect on dementia risk / rates over the longer term. The project was delivered in two very deprived wards where life expectancy is significantly below the national average. The project is underpinned by a behaviour change model, which frames our work and communications from pre engagement, action onto the project, to sustained action.

**ESC Lottery Fund – Return to Play**

The Active Life Foundation secured funding that enabled the necessary service alterations to support those individuals and deliver sessions to those who were active pre-lockdown within our work, but had since ceased to be active; not only due to the restrictions imposed on our work but of the wider impact of the pandemic. This work was targeted to individuals in the top decile of deprivation where typically life expectancy is around 10 years less compared to the national average and more affluent areas. Also in these target areas physical health indicators such as cardiovascular disease and ill mental health prevalence is significantly higher than the national average.

**Cheshire Community Foundation – Assura Community Fund – Active Mams**

The Active Life Foundation secured funding to deliver 'Active Mams' which works with low income single mothers in areas of high disadvantage, a programme co-designed with the target audience delivers three physical activity sessions a week for mothers and babies. Sessions feature 'Mums on the Run', 'Walk & Talk', 'BuggyBlitz', Post Natal 'Pilates' and group exercise. A close relationship with healthcare professionals, mainly NHS Health Visitors who distribute information and signpost people onto the project has been key in engaging and recruitment. A wide selection of outcomes have been achieved including increased self-esteem; improved physical wellbeing, improved social networks, improved mental wellbeing and reduction in isolation and loneliness.



**CDCF Made By Sport**

The Active Life Foundation secured funding to reduce Crime and Anti Social Behaviour. The Active Life Foundation will support divisionary, positive experiences for young people in the form of physical activity. The majority of work for this project will commence next reporting year.

**Covid 19 Pandemic**

The Covid pandemic was a very challenging time, in terms of altering service design and delivery models. Working within the recommended guidelines and restrictions increased workload from a typical session taking around 1 and a half hours to 2 - 3 hours per session. In addition the changes in our target audiences habits through the pandemic led to The Active Life Foundation focusing more on the 'relapse' phase of the behaviour change model that frames our work.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

It is the policy of the Charity to try and build up the level of unrestricted reserves, which are free reserves of the charity, to a level that equates to approximately 3 – 6 months unrestricted budgeted future operating expenditure. This will enable the charity to withstand a prolonged drop in funding and provide sufficient funds to cover management and administration support costs and any emergencies that may arise from time to time.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Active Life Foundation's main source of funding this year has been from a variety of grants and awards.

The majority of our money is spent on being in a position to deliver a programme of physical activity opportunities.

We have very low overheads as we don't have an office premises.

Any unrestricted funds go into the bank account to start to accumulate an appropriate level of reserves.

## Section F

## Other optional information

In accordance section 6 of The Active Life Foundation constitution and sections 185 to 188 of the Charities Act 2011. Payment was made to a trustee for providing an additional service which was over and above normal trustee duties; as conditions A to D of relevant act were met and conditions of constitution. The amount paid for the service was set out in a written agreement and the amount does not exceed what is reasonable and is less than market value. The payment is less than what The Active Life Foundation is currently paying for similar services and less than what other organisations pay for similar services. The trustee who received the benefit was not involved and was absent in the discussion and had no vote and was not included in the quorum. The other Trustees were satisfied that it was in the best interests of The Active Life Foundation for the service to be provided by the trustee who benefited with regard to; the cost, quality of, skills, expertise, experience and efficiency; of the service provided. The trustee who benefited was in the minority of charity trustees. Section six of The Active Life Foundation constitution enables benefit. The trustees had regard to charity commission guidance and legislation before making the agreement and to Duty of care in section 1 (1) of the Trustee Act 2000. The decisions and rational for that decision was recorded in the minutes of relevant meeting.

Name of trustee who was paid for a service over and above normal trustee duties: Jonathan Thompson  
Brief Details: Basketball Coaching (full details recorded in minute book with discussion of advantages and disadvantages and full rational).

Continuation of agreement spanning two reporting years.  
Amount: £2,000.00 for 100 Sessions  
Amount of pension contributions: N/A  
Amount of any other benefit: N/A

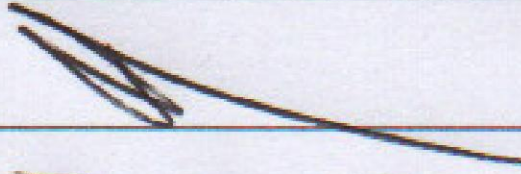


Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jonathan Brian Thompson	
Position (eg Secretary, Chair, etc)	Secretary	
Date	24. 05. 2022	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
The Active Life Foundation

No (if any)  
1181532

## Receipts and payments accounts

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For the period from	Period start date 01/08/20	To	Period end date 31/07/21
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Step Out Project	-	5,353	-	5,353	6,472
Donations	156	-	-	156	211
Coaching	382	-	-	382	875
CDCF Community Safety Fund	-	-	-	-	-
CDCF - NHS Health Improvement Fund	-	-	-	-	8,570
ESC Lottery Fund - ParaSport	-	2,338	-	2,338	-
Pioneering Care Partnership - CCG Young at Heart	-	4,895	-	4,895	-
ESC Lottery Fund - Return to Play	-	3,570	-	3,570	-
Cheshire Community Foundation - Assura Community Fund Active Mams	-	4,980	-	4,980	-
CDCF - Made by Sport	-	2,000	-	2,000	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>538</b>	<b>23,135</b>	<b>-</b>	<b>23,673</b>	<b>16,128</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>538</b>	<b>23,135</b>	<b>-</b>	<b>23,673</b>	<b>16,128</b>
<b>A3 Payments</b>					
DBS & Safeguarding Training	90	-	-	90	30
Insurance	271	-	-	271	271
Equipment	-	1,207	-	1,207	2,678
Coaching Fees	-	8,058	-	8,058	20,702
Training	-	-	-	-	120
Venue Hire	-	2,994	-	2,994	1,173
Marketing	-	298	-	298	279
Admin	5	-	-	5	-
	-	-	-	-	-
<b>Sub total</b>	<b>366</b>	<b>12,556</b>	<b>-</b>	<b>12,922</b>	<b>25,253</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>366</b>	<b>12,556</b>	<b>-</b>	<b>12,922</b>	<b>25,253</b>
<b>Net of receipts/(payments)</b>	<b>172</b>	<b>10,579</b>	<b>-</b>	<b>10,752</b>	<b>- 9,125</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>814</b>	<b>9,861</b>	<b>-</b>	<b>10,675</b>	<b>19,800</b>
<b>Cash funds this year end</b>	<b>986</b>	<b>20,440</b>	<b>-</b>	<b>21,427</b>	<b>10,675</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Fund in account	986	20,440	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	986	20,440	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

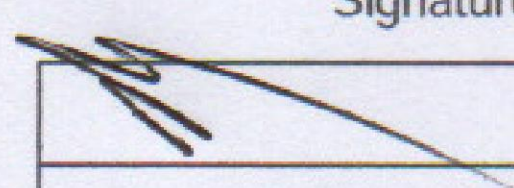
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Sport Equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jonathan Thompson	24.05.2022