

Foundation for Life CIO Annual Report 2nd April 2020 to 31st March 2021

Administrative Details

Charitable Incorporated Organisation
Registration Number 1188868

Address: 14 Portland Terrace, Jesmond, Newcastle upon Tyne NE2 1QQ

Trustees: Dr Christopher Richards (Director), Dr Olwen Nicholson (Deputy Director), Dr Anika Lillicrap, Dr Robert Smith.

Structure, Governance and Management

Foundation For Life is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission on 02/04/2020.

Foundation For Life was previously a Charitable Trust, registered 19/06/2007 until 10/10/2020, Registration Number 1119712.

The transfer of assets from the Charitable Trust to the Charitable Incorporated Organisation took place on 30th September 2020.

The CIO's four trustees meet not less than four times a year and take the final decisions about the structure and running of the CIO as set out in the Trust Deeds and CIO constitution. Foundation for Life has a Christian constitution.

Objectives and Activity

The CIO's primary aim is to provide advice and support for women with unplanned pregnancy, as well as the opportunity for a limited, non-diagnostic ultrasound scan for women with unplanned pregnancy. The primary purpose of the scan is informative, to enable a woman to view the image of her developing baby. To this end, the Tyneside Pregnancy Advice Centre was opened by Foundation For Life, at 14 Portland Terrace, Newcastle upon Tyne, in August 2008.

During the reporting period, clients have accessed the service following referral by general practitioners or other health professionals, or self-referral. Throughout this time, the Centre has worked in full accordance with Government and NHS Covid-19 guidelines, which have necessitated temporary reductions in working capacity and service provision. Opening hours were reduced, and clients were offered telephone consultations. Ultrasound scans were offered by appointment only. From 2nd April 2020 to 31st March 2021, 78 consultations with new clients took place. From 7th September 2020, normal opening hours resumed, and the Centre was able

to offer a 3-hour session on most working days. Clients receive information and advice and some request a non-diagnostic ultrasound scan, provided by a trained ultrasonographer. The Centre also has a follow-up support service which provides ongoing support for clients as necessary.

During the reporting period, the decision was made to close a satellite service based in a church building in the centre of Sunderland. This opened in October 2019, following registration with the Care Quality Commission (CQC). The Sunderland clinic had not been operational during the Covid-19 restrictions.

Since October 2013, Tyneside Pregnancy Advice Centre's ultrasound scanning service has been registered with the Care Quality Commission (CQC). The CQC carried out an inspection of the service on 14th May 2019. The overall rating received was 'requires improvement', with ratings of 'good' in the categories of 'Caring' and 'Responsive'. Requirements for improvement focussed upon the standardisation of mandatory training and documentation of clinical governance. During the reporting period, CQC engagement meetings have been held approximately quarterly; following an engagement meeting with a CQC inspector on 17th July 2020 it was confirmed that all CQC requirements had been met, although regrading of the service is not possible until the next inspection is carried out.

For the period of this report, there were no serious incidents that the CIO failed to report to the Charity Commission.

Staff

During the reporting period we employed 4 part-time trained sonographers to provide advice and non-diagnostic ultrasound scans for clients. The Centre offers ultrasound scans to volunteers in early pregnancy in order to meet the training needs and maintain the skills of the ultrasound staff. Foundation for Life placed 2 sonographers on furlough through the Government scheme which came into effect during March 2020 due to the Covid-19 pandemic. These staff were unfurloughed on 07/09/20. One member of staff was re-furloughed from 04/01/21 to 19/04/21. Throughout the reporting period we also employed one part-time Centre Coordinator up to 28/02/21. Since the resignation of the Centre Coordinator, administrative duties have been covered by existing employees and members of the volunteer receptionist team. All employees and volunteers receive initial and ongoing training and supervision. Trustees, staff or volunteers may work directly and unsupervised with children or adults at risk. DBS checks have been carried out on all the individuals who are eligible to have them.

Financial Summary

The CIO raises funds from the public. It does not work with a professional fundraiser or commercial participator. Grant making is not the main way the CIO carries out its purposes. During the financial period for this return, the CIO did not receive income from contracts from central government or a local authority, nor any grant funding from central government or a local authority. During the financial period for this return, the CIO did not receive income from outside of the UK. The CIO has no trading subsidiaries. During the financial period for this return, the trustees received no remuneration or benefits other than expenses incurred, and none of the trustees resigned or took up employment with the CIO. During the financial period for this return, none of the CIO's staff received total employment benefits of £30,000 or more. The CIO had 6 UK volunteers, excluding trustees, during the financial period.

Attached is a copy of the Foundation For Life annual accounts divided into two 6-month periods:

1. 01/04/20 – 30/09/20 for Charitable Trust, registration number 1119712
2. 01/10/20 – 31/03/21 for CIO, registration number 1188868

During the 6-month period ended 30 September 2020, the charity (registration number 1119712) received income totalling £25,385, most of which came through voluntary donations. During the 6-month period, the charity made payments totalling £19,462. The main areas were staff-related costs (59% or £11,413), building-related costs (20% or £3,879) and other running costs of the Tyneside Pregnancy Advice Centre (21% or £4,170). This gave rise to a surplus of £5,923, which when added to the opening balance of £34,445 gave rise to a closing balance of £40,368.

During the 6-month period ended 31 March 2021, the CIO (registration number 1188868) received income totalling £19,877, most of which came through voluntary donations. During the 6-month period, the CIO made payments totalling £27,192. The main areas were staff-related costs (46% or £12,359), building-related costs (43% or £11,727) and other running costs of the Tyneside Pregnancy Advice Centre (11% or £3,106). This gave rise to a deficit of £7,316, which when added to the opening balance of £40,368 gave rise to a closing balance of £33,052.

Trustees:

Dr Chris Richards
Dr Olwen Nicholson
Dr Anika Lillicrap
Dr Robert Smith

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

Signed on behalf of the Trustees:



Olwen Nicholson
Trustee and Deputy Director

Date 19/11/2021

All figures in £	Y/E 31/3/20	6m to 30/9/20	6m to 31/3/21	Y/E 31/3/21
Receipts:				
Regular donations	28,175.72	14,981.00	12,790.25	27,771.25
One-off donations	32,542.27	2,837.50	3,947.50	6,785.00
Tax reclaimed	9,803.13	7,566.86	3,139.00	10,705.86
TOTAL	70,521.12	25,385.36	19,876.75	45,262.11
Payments:				
Staff costs (incl. training)	24,982.60	7,399.35	12,359.48	19,758.83
Liability insurance	4,205.00	4,014.08	0.00	4,014.08
CQC Registration	2,610.80	1,864.00	1,864.00	3,728.00
Newcastle rent	11,000.00	2,750.00	8,250.00	11,000.00
Business rates	900.12	367.60	408.00	775.60
Utilities & cleaning	642.87	993.34	1,149.68	2,143.02
Insurance & security	1,109.21	(525.97)	1,619.18	1,093.21
Telephones	521.13	294.19	300.06	594.25
Supplies and services	5,961.34	2,305.79	1,241.96	3,547.75
TOTAL	51,933.07	19,462.38	27,192.36	46,654.74
Surplus/(Deficit)	18,588.05	5,922.98	(7,315.61)	(1,392.63)
Balance b/f	15,856.55	34,444.60	40,367.58	34,444.60
Balance c/f	34,444.60	40,367.58	33,051.97	33,051.97

Foundation for Life (Registered Charity Number 1119712)

Receipts and Payments Account for the Six Months Ended 30 September 2020

All figures in £	Y/E 31/3/20	6m to 30/9/20
Receipts:		
Regular donations	28,175.72	14,981.00
One-off donations	32,542.27	2,837.50
Tax reclaimed	9,803.13	7,566.86
TOTAL	70,521.12	25,385.36
Payments:		
Staff costs (incl. training)	24,982.60	7,399.35
Liability insurance	4,205.00	4,014.08
CQC Registration	2,610.80	1,864.00
Newcastle rent	11,000.00	2,750.00
Business rates	900.12	367.60
Utilities & cleaning	642.87	993.34
Insurance & security	1,109.21	(525.97)
Telephones	521.13	294.19
Supplies and services	5,961.34	2,305.79
TOTAL	51,933.07	19,462.38
Surplus/(Deficit)	18,588.05	5,922.98
Balance b/f	15,856.55	34,444.60
Balance c/f	34,444.60	40,367.58

Report to the trustees of Foundation for Life (registered charity number 1119712),

I report on the accounts of the charity for the six month period ended 30 September 2020, which are set out on page 1.

Respective Responsibilities of the Trustees and Examiner

The charity's 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. It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commissioners in section 145(5)(b) of the 2011 Act; and
- 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an audit opinion on the view given by the accounts.

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 130 the 2011 Act, or to prepare accounts which accord with the accounting records 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.



ANTHONY FRANCIS BA (Hons) FCA
28 OCTOBER 2021

Foundation for Life (Registered Charity Number 1188868)

Receipts and Payments Account for the Six Months Ended 31 March 2021

All figures in £	6m to 31/3/21
Receipts:	
Regular donations	12,790.25
One-off donations	3,947.50
Tax reclaimed	3,139.00
TOTAL	19,876.75
Payments:	
Staff costs (incl. training)	12,359.48
Liability insurance	0.00
CQC Registration	1,864.00
Newcastle rent	8,250.00
Business rates	408.00
Utilities & cleaning	1,149.68
Insurance & security	1,619.18
Telephones	300.06
Supplies and services	1,241.96
TOTAL	27,192.36
Surplus/(Deficit)	(7,315.61)
Balance b/f	40,367.58
Balance c/f	33,051.97

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ANTHONY FRANCIS
28 OCTOBER 2021