

Registered number: 01636098
Charity number: 285214

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(PARENTS AND CHILDREN TOGETHER)
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

This report by the Trustees, together with the audited financial statements of the charitable company, is for the year ending 31st March 2022. It includes the Directors Report and the Trustees Annual Report.

I. Reference and administrative details

The Oxford Diocesan Council for Social Work Incorporated is a charitable company limited by Guarantee, incorporated on 17th May 1982 (Company number 1636098), and registered as a charity on 2nd September 1982 (Charity registration number 285214).

The charitable company is also known under its operating name of "Parents And Children Together" hereafter referred to as "PACT". At the balance sheet date, the company had no subsidiaries.

The Registered Office (which is also the principal place of business) is at 7 Southern Court, South Street, Reading, Berkshire, RG1 4QS. The Ofsted Adoption Agency registration number is SC049093 and in the year under review the Responsible Individual registered with Ofsted in accordance with adoption legislation is Lorna Hunt. The Registered Manager registered with Ofsted in accordance with adoption legislation is Amanada Davies.

Auditors James Cowper Kreston, Reading Bridge House, George Street, Reading, Berkshire, RG1 8LS

Bankers National Westminster Bank PLC, Charing Cross Commercial Centre, P.O. Box 39952, 2 1/2 Devonshire Square, London, EC2M 4XJ

Insurers Markel (UK) Ltd, Verity House, 6 Canal Wharf, Leeds LS11 5AS

Legal Advisers Blandy and Blandy, 1 Friar Street, Reading, Berkshire RG1 1DA
 (General legal matters)
 Griffiths Robertson, 7-11 Queen Victoria Street, Reading, Berkshire, RG1 1SY
 (Legal advice relating to adoption matters)

Directors and trustees

The directors of the charitable company ("the company"), who form the Executive Council of the charity, are its trustees for the purpose of charity law and throughout this report are collectively referred to as trustees. Trustees serving during the year and since the year end are as follows:

Mr W. Cuell
 Mr E. Smatovs
 A.W.P. King
 Mr P.J. Sapwell (Resigned April 2022)
 Mrs S. Gibbons
 Mrs E. McAuley
 Mr P. Lewis
 Mr B. Kapp
 Mrs A. Andrews (Resigned January 2022)
 Ms K. Gelling
 Ms C. Clifford
 The Revd J. Sumner
 Mr Dean Hunter (Appointed April 2022)

Chief Executive Officer:
 Mrs N. van Vliet

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II. Structure, governance, and management

Governing Document

PACT is a company limited by guarantee governed by its Memorandum of Association dated 17th May 1982, and amended on 16th May 1984, 25th January 2005, 19th September 2006, and 18th December 2009.

Members of the company each guarantee to contribute an amount not exceeding £1 to the assets of the company in the event of winding up. The total number of such guarantees at 31st March 2022 was 11.

Appointment of Trustees

The governing document provides that the President of the Company shall be the Lord Bishop of Oxford, and that the Chair of the trustees, who shall also be Chair of the Executive Council, shall be appointed by the Lord Bishop of Oxford.

The trustees are members of the charitable company and the trustees may from time to time invite any person they think fit to become a member.

The Company's Articles of Association imposes no limit to the number of Trustees.

They also provide for a third of the trustees to retire by rotation at the AGM, in which case they are eligible for re-election. The Articles give power to the Executive Council to vary the number of members of the Executive and gives the Executive Council power to appoint additional members subject to their signing the Register of Members and their endorsement by majority vote at the next Annual General Meeting.

In the year to 31st March 2022 the Executive Council met on four occasions, including the AGM. Due to the restrictions of the pandemic the Executive Council continued to meet virtually using video conferencing facilities through the financial year, with one in person meeting in October.

Trustee induction and training

New trustees undergo an induction process and are given an induction pack. They are encouraged to attend appropriate external training events, where these will facilitate the undertaking of their role. Trustees also join staff and adoption panel members for panel training as part of their ongoing professional development.

Governance structure

Further to the governance review in 2020 it was agreed that the sub committees would be incorporated in the Executive Council meetings. From 1st January 2021 the Executive Council has met quarterly and included the HR, Adoption and Communities Committee. Lead Trustee roles were introduced, with each member of the Executive Council having a specific business interest. The Lead Trustee and relevant member of SMT meet regularly and share updates at meetings of the Executive Council.

Sub Committees

A separate finance committee meets twice a year and a separate meeting is convened to focus on HR as required. These committees are made up of SMT, trustees and co-opted members, including those with relevant experience and expertise. These committees consider, make recommendations, and report to the Executive Council on matters relating to HR and Finance.

Adoption Panel

The adoption agency operated with one Adoption Panel throughout the period. This panel is made up of independent lay and professional representatives. Due to the restrictions of the pandemic the panel met virtually using video conferencing facilities through the financial year.

Legal Adviser to Adoption Panel

Emily Boardman

Medical Adviser

Dr Efun Johnson
Dr Rush Wickramasinghe

Adoption Agency Adviser to Panel

Sarah Stollard

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Connected charities

PACT has a strong historical connection with the Diocese of Oxford and receives a grant from the Oxford Diocesan Board of Finance (registered charity no. 247954).

III. Objectives and Activities

The objects of the company as stated in the Memorandum of Association are:

- a) To promote the wellbeing of persons throughout the United Kingdom;
- b) To promote the care and welfare of adopted children by providing an approved adoption service and facilitating their adoption by suitable persons.

The main objectives for the year to further these objects are:

- The provision of relief and support to children in need, their families and carers;
- To promote social inclusion and relieve the needs of vulnerable or disadvantaged women and girls by providing support and assisting them to integrate into society;
- Such other purposes are charitable according to the laws of England and Wales for the benefit of the public

In setting objectives and planning activities the Trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to the guidance on fee-charging.

The main areas of activity during the year to achieve the objects and objectives were:.

- Adoption services - Building new families through adoption – the placement of looked after children from the care system. Some of these children will have experienced neglect and/or abuse.
- Adoption support - Providing support for adoptive families through our Strengthening Families Team; Adopter Champions; post-approval workshops; periodic newsletters; family fun days; activity events for adopted children and FACTS (Family and Children Therapeutic Service), a specialist multi-disciplinary team working holistically and therapeutically with children and families.
- Helping adopted adults access their birth records.
- The Adopter Hub - PACT's innovative online platform providing support to adopters, foster carers, special guardians and the professionals that work with them.
- Bounce Back 4 Kids - a specialist targeted programme of support to children and families affected by domestic abuse.
- Alana House women's centre - Working in a group or individual setting to support vulnerable women, those involved with, or at risk of becoming involved with the Criminal Justice System.

Role of Volunteers

In addition to our Trustees, PACT has a wide variety of volunteers contributing across all departments and services. Despite some volunteers leaving us during 2021-2022, at year end we had 37 volunteers and 11 Trustees.

During 2021-2022, we celebrated an increase of our volunteer student placements, developing our educational volunteering partnerships further. In connection with our university connections across Reading and London, we aim to maintain the success and positive experiences shared by our previous volunteer students and develop this area of our volunteering scheme. In 2021-22, PACT supported 8 volunteer placements for workplace learning in psychology, social work, and play therapy students. In addition, we successfully supported 2 Duke of Edinburgh Award Scheme students for the first time.

Our thanks go to all who have donated and given their time to PACT throughout 2021-22. Volunteers are an integral part of our organisation and we are delighted to have such a diverse group of people that contribute to helping PACT achieve its aims and objectives.

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IV. Achievements and Performance

Despite many existing and new external challenges PACT has continued to deliver our services and achieve our delivery targets in 2021-22. This has required tenacity and creativity and importantly keeping our service users and beneficiaries in the centre of all of our decisions.

PACT's key achievements in 2021-22 include:

- Finding families for 78 children
- Alana House supported 252 women through individual support (against a target of 115) with 83 of those women also accessing group support and a further 23 women (against a target of 30) accessed group only support.
- BB4K supported 67 children and 73 parents (representing 75 families) (against a target of 62 individuals) and 13 children supported through play therapy which had a target of 10
- Alana House was nominated for the Queen's Award for Voluntary Service
- Building good relationships with all the Regional Adoption Agencies (RAAs) in London and across the South East
- Launching a new staff intranet
- Positive results from internal staff surveys re satisfaction and motivation towards roles and objectives of PACT
- Receiving 286 enquiries to the newly introduced Adoption Support duty system
- Establishing new Adoptee Voices groups for children and parents
- 3267 individual users and 36 partner organisations on The Adopter Hub
- Launching a new refreshed PACT website and a new Adopter Hub website
- Securing £567k restricted core funding against a target of £518
- Achieving unrestricted income of £222k against a target of £185k
- Securing a place on JP Morgan's Force for Good programme to drive forward a digital solution for Bounce Back 4 Kids families
- 177 referrals received to the FACTS service
- 160 enquiries to the birth records access service

We couldn't achieve any of these without the commitment and resilience of our staff and volunteers. Our teams have continued to work flexibly to ensure that services can be delivered.

We couldn't be more proud of our entire PACT team. The Board of Trustees remain sincerely grateful to our staff, volunteers, supporters, and our funders for their support during the year.

Internal achievements and performance

The results of our annual staff survey were again extremely positive. We have increased our headcount in response to expansion and growth. Alongside this, we have experienced exceptionally low voluntary staff turnover – less than 7% compared to 14% YE21. There have been no employee relations issues.

Ensuring we continue to invest in our staff and organisational resilience is a priority and will continue to be so. We have progressed our ICT change programme across the organisation significantly, including the launch of an intranet, and again, this will continue to be a priority area. Alongside "business as usual" we have continued to develop and invest in our business diversification, especially in the area of digital service delivery, growing our Adopter Hub offer and plans for domestic abuse support, as well as exploring other areas of service delivery.

We have needed to keep our ways of working continuously under review and have responded quickly to changes in government guidance about Covid-19 in order to keep our offices open and safe. Our future ways of working are being designed collaboratively, with everyone being given the opportunity to input ideas and feedback via staff surveys and team meetings.

We finished the year with all Covid-19 restrictions having been lifted in England, however the challenges of Covid-19 remain. We continue to see more staff, volunteers and service users affected by Covid-19 and we are

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continuing to be cautious with our own service delivery and ways of working planning.

Adoption 2021/22

Our adoption teams have continued to provide quality adoption services, finding families for 78 children. A significant achievement for the agency and life changing for these children. We are delighted with this joint effort across the teams.

The marketing team have continued to focus on the recruitment of prospective adopters who are able to care for the children who wait the longest such as older single children and siblings alongside highlighting the benefits of adopting through a VAA. In 21/22 our adoption enquiries exceeded their target with 1327 enquiries being received.

PACT has built good relationships with all the Regional Adoption Agencies (RAAs) in London, across the South East and with a number of other RAAs and continues to increase network opportunities and partnerships. The CEO and Service Director attend RAA boards, working groups and forums.

Following the request of Regional Adoption Agencies in London approaching PACT to help them with some of their service delivery, PACT have now agreed a contract to complete some non-agency assessments.

Partnerships

PACT has continued to invest in partnership working, nurturing existing partnerships and developing new opportunities for collaborative working, including working with the University of Reading on two academic research studies.

The Service Director continues to lead the partnership working with Home for Good, resulting in some excellent referrals from this partnership, creating wonderful homes for adopted children.

The Service Director chairs the Adopt Thames Valley RAA Governance Board and sits on the South East Partnership Board and also joined the Aspire RAA Board in the year. The CEO is a member of the Adopt South Governance Board, the London Adoption and Special Guardianship Leadership Board and the Adopt Thames Valley RAA Board. The Service Director also works closely with the five London RAAs. We have continued to work with Local Authorities and RAAs on a 'spot purchase' agreement.

PACT continues to be an active member of the Consortium for Voluntary Adoption Agencies, with the CEO being a member of the CVAA Board.

Adoption Support

The Adoption Support Service continued to provide much needed support to PACT families with involvement much earlier in the family's adoption journey due to the children having more complexities and adopters needing support in managing these. The therapeutic social work support has been given to some adopters in the pre-placement stage and to others in the very early days following placement.

The joint research project with Reading University (the formal external evaluation into the effectiveness of the Adopter Champion service) was completed and a resultant report was produced which was very positive about the difference the service makes. Feedback about the service has included the following:

" I truly believe your intervention saved our family. Our home is unrecognisable to how it was before. There is now joy and laughter (most of the time!) with proper hugs and cuddles. With your help, I no longer feel alone and isolated. I have now found my mojo again. [Name] is in a much better place emotionally now. We now see the funny, cheeky, loving little boy [name] truly is. Thank you!"

There have been a total of 286 enquiries since the Adoption Support duty system was introduced in May 2021. Enquiries come from Regional Adoption Agencies, PACT social workers and other professionals as well as from PACT families enquiring about a range of adoption support services.

The 3 Adoptee Voices groups are now firmly established and meeting either virtually or face to face and a range of therapeutic activity events for children and parents have been provided with positive feedback. The Adoption Support Team have continued to offer adopters monthly virtual coffee mornings and monthly support groups with

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themes including, being a single adopter, helping to deal with behaviours including lying and stealing and how to deal with regression.

A reference group for adopters has been established and has 16 members.

The Adopter Hub

Hub feedback: webinar: *Supporting children and young people experiencing separation anxiety*. "[The presenter] made this so easy to understand and **I will use some of her techniques in my practice when working with parents.**"

Feedback from a Parent/Carer: "I have gotten a lot from a webinar this morning as the advice was invaluable... It is a great tool and I highly recommend it."

The Adopter Hub continued to thrive throughout 2021/22 with over 3000 people using the Hub at the end of the year. PACT was delighted to re-launch the website improving the aesthetics, user experience and monitoring/reporting functionality.

In 2021/22 there were 36 partner agencies subscribing to The Adopter Hub, 37 new webinars and videos were produced and broadcast via the platform and new resources were added to expand the support the Hub can offer for Foster Carers.

The Adopter Hub continued to be popular with external partners however several RAAs reduced their subscription numbers due to the reduction in covid related grants from the government and a change in regulation regarding the spending of ASF funding on digital/ e-services. The Hub did expand further into working with Virtual Schools with more signing up to the platform and making the resources available to schools in their area.

Alana House

Despite the challenges of Covid-19 Alana House service delivery remained face to face with some additional mitigations in place to reduce risk of transmission. This was a significant achievement considering many services either reduced their services or only offered remote support. We took this approach given the escalating needs of service users and the increase in women presenting in crisis.

We continued to work in partnership with a number of agencies both operationally and strategically. The Head of Communities continues to attend Reading's Community Safety Partnership Board; Thames Valley Reducing Reoffending Board (including the Women's subgroup board) and various Domestic Abuse Boards throughout Berkshire.

A key priority for Alana House was to enhance our Criminal Justice System work through partnerships with the National Probation Service (NPS); Thames Valley Police and Office of the Police and Crime Commissioner (OPCC). In Year End 2022 we secured the Ministry of Justice 'Community Rehabilitation Service' contract (sub-contractor to Advance) resulting in closer working with NPS; expanded our Out of Court Disposals (OCD) work across Berkshire with Thames Valley Police and received funding from the OPCC for to support women affected by domestic abuse.

Further successful partnerships with statutory partners led to significant funding being secured from Brighter Futures for Children and Reading Borough Council who are key referral partners for the service.

Embedding engagement of women with lived experiences in the delivery and development of services continues to be a prime focus for the service. One ex-service user, who has experience of the criminal justice system, has become a volunteer and, in addition to service user forums, we continue to explore how we can grow the engagement of women with lived experience in the delivery and development of services.

Funding for the service consisted of 43% from National Government; 34% from Local Government and 23% from independent trusts, foundations and donations.

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Bounce Back 4 Kids

Bounce Back 4 Kids service delivery took a hybrid approach with the continuing impact of Covid-19. Service delivery for children largely remained face to face (including play therapy) but parents responded well to remote service provision with more parents attending online groups when compared to face to face delivery. As impact and outcomes do not seem to be affected by remote delivery, we expect this will continue where appropriate.

Strong relationships have been forged with the Office of the Police Crime Commissioner, Brighter Futures for Children, West Berkshire Council and Turnaround Families all of which are key funders and / or referral partners. The Head of Communities continues to attend Domestic Abuse Board meetings in the geographical regions where we have delivery.

In addition to the team delivering a number of group programmes we were pleased to be able to facilitate a second group for children aged Under 5 years and their parent / carer following the pilot the year before.

PACT was successful in securing a place on JP Morgan's Force for Good initiative in 21/22. This provided digital skills and expertise alongside time from JP Morgan's work force to create and produce a digital resource. PACT used the opportunity to start work on Bounce, an online support tool for children and parents recovering from domestic abuse. This project will conclude with JP Morgan in June 2022 and PACT hope to launch the platform by YE23.

Funding for the service consisted of 23% from National Government; 38% from Local Government and 39% from independent trusts, foundations and donations.

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Fundraising and Income Generation

PACT would like to thank all those who have contributed to the organisation through 2021/22. This includes all those who attended a PACT event, all our regular givers, marathon runners, one off donors, business/corporate partners, community organisations and trusts. Through their support PACT has been able to continue to support hundreds of beneficiaries throughout the year. Thank you!

PACT successfully achieved and exceeded the restricted fundraising targets for Alana House and Bounce Back 4 Kids (Communities projects). The combined target was £355k and the final income amount was £430k. PACT is able to roll over the surplus income into the following year to support next years delivery as well as consider some additional in-year investment to support the development of the service and contribute to service user outcomes. The other restricted target for Adoption Support was set at £155k and PACT achieved a total income of £143k. Despite not hitting this target none of the services provided via the Adoption Support team were impacted.

PACT's unrestricted fundraising income target was increased from £135k in YE21 to £187k for 2021/22 and the final amount secured was over £220k. PACT has many regular funders that have donated and made this achievement possible. Amongst many new funders, this target was enabled via new investment and support from the David Brownlow Charitable Trust. The additional unrestricted income has enabled PACT to invest in some vital roles to further develop the charity and its services.

Income generated from statutory partners buying subscriptions to The Adopter Hub reduced from £259k in 20/21 to £207k in 21/22. Despite this change the number of partners has mostly stayed the same as a few partners didn't renew their membership but other new partners have been signing up within the year. The main reason for the reduction has been the change made by government allowing partners to utilise the Adoption Support Fund to pay for digital/ virtual support for adopters.

Marketing and Communications

Adopter recruitment activities were targeted at prospective parents who could meet the needs of the children waiting and we continued to generate a higher than average number of enquiries. Information events continued online but we attended a small number of in-person publicity events.

The events team organised a service to celebrate International Women's Day and a Garden Party both of which raised funds for Alana House.

New websites were successfully launched for both The Adopter Hub and PACT. The latter incorporated a self-selection tool and integrated forms for both adoption enquiries and job applications.

An intranet for the organisation, PACT Connect was launched in March and has received excellent feedback.

Risk Management

The charity maintains a Risk Register, which is updated each month by the SMT and submitted to the trustees to monitor against the strategic objectives set out in the Business Plan. The Risk Register is reviewed at each Board meeting. The trustees are satisfied that systems and procedures are in place to mitigate those risks identified in the Risk Register.

The key risks identified for 2022/23 are:

- The number of placements will fall short of the target
- The ongoing impact of Covid-19 pandemic will negatively impact on service delivery
- Risk of fundraising targets for YE23 not being achieved
- LGPS (Local Government Pension Scheme) Provision weakens balance sheet to the extent that funding is impacted materially
- The changes to the cost of living will negatively impact on our staff and service users and beneficiaries

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The Board of Trustees and Senior Management Team will continue to monitor and review these risks, taking mitigating action as required.

V. Financial Review

Total Income for the charity increased by £72,599 to £4,332,753 (2021: £4,260,154).

PACT is grateful to the Department for Education for its support received during the year of £333,333 for PACT's continuing work with Adoption.

PACT's total expenditure increased by 11% over the prior year, to £4,210,718 (2021: £3,777,744).

An operating surplus before pension provisions of £126,373 arose (2021: surplus £490,966). Staff costs accounted for 71% of total expenditure (2021: 70%).

The operational surplus was increased by the valuation of the PACT share of the Local Government Pension Scheme ("LGPS") at the year end. The scheme deficit, calculated in accordance with Charities SORP (FRS 102), decreased by £603,000 to £3,025,000 from £3,628,000 (2021: increased by £1,405,000).

Net assets before the pension provision stood at £4,074,626 (2021: £3,807,253) and £1,049,626 (2021: £179,253) after the pension scheme provision.

Operating & Investment Restrictions

The company may not undertake any permanent trading activities in raising funds for its primary charitable objects.

The company may invest monies "not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such condition (if any) and such consents (if any) as may for the time being be imposed or required by law" (as per the Memorandum of Association).

Currently all liquid investments are held in Deposit Accounts or Common Investment Funds with CCLA, who have clearly defined ethical investment policies.

Reserves Policy

Reserves or "Free reserves" are defined as unrestricted funds available for spending and are therefore calculated by taking the total unrestricted funds of a charity and deducting any balances not available for spending (such as assets, investments, and designated funds).

The actual level of reserves is monitored regularly; the accounts presented as part of the Board Pack for Trustee meetings include a reserves statement.

The "sufficient level of reserves" is the costs for completing current adoption activity in any given year to enable an effective wind down of service. The related costs would include redundancy costs, CEO and Service Director salaries for 6 months as well as a further 50%, and the trustees are satisfied that this is the case.

In setting policy, the trustees have considered various requirements, namely:

- That a sufficient level of reserves is required by law to ensure that any current adoption activity can be completed should the charity be unable to continue to operate.
- That the charity is obliged to undertake an external annual audit of finances and accounts and that the Auditors produce an annual audit report setting out the financial health of the organisation and confirming the charity is a going concern for the next 12 months.

The value of Unrestricted funds was £3,273,631 (2021: £2,990,525) of which £1,954,471 (2021: £1,968,801) represents Fixed Assets for operational use. Therefore, the free reserves were £1,319,160 (2021: £1,021,724).

It is noted that the pension provision for the Local Government Pension Scheme at 31st March 2022 was £3,025,000 (2021: £3,628,000) and this could be considered to reduce the free reserves. However, this provision

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has been calculated according to International Accounting Standard 19 and the Trustees consider this will not crystallise within the near future. The Trustees also note that this method of valuation is likely to be more than any actual valuation made by the Pension Fund themselves. The cash repayment requirement during the next 12 months is £17,736 (2021: £17,120) and is therefore considered to have a minimal effect on the free reserves figure.

VI. Plans for future periods

Year End 2023

We have agreed that YE23 will be an investment year for PACT, laying the foundations for our next strategic plan, which we will be developing over the course of the next 12 months.

Whilst we know there is uncertainty ahead, we are confident that we have robust plans and monitoring in place and that our organisation is in a healthy position. We will continue to closely monitor our progress through the year and respond accordingly.

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Responsibilities of the Trustees/Directors in relation to the financial statements

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

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

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

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

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As far as the trustees are aware:


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

Auditors

A resolution will be proposed at the Annual General Meeting that James Cowper LLP be re-appointed as auditors for the 2022-23 financial period.

This report has been prepared in accordance with the Special provisions of Part 15 of the Companies Act 2006 relating to small companies, and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by order of the members of the board of Trustees and signed on their behalf by:



Wes Cuell 11 Nov 2022 12:44:52 GMT (UTC +0)

Mr W Cuell

Chair of Trustees

Date: 11 November 2022

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED**

Opinion

We have audited the financial statements of Oxford Diocesan council for Social Work Incorporated (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED (CONTINUED)**

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

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

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

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED (CONTINUED)**

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance.

The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. The specific procedures for this engagement that we designed and performed to detect material misstatements in respect of irregularities, including fraud, were as follows:

- Enquiry of management and those charged with governance around actual and potential litigation and claims;
- Enquiry of management and those charged with governance to identify any material instances of non-compliance with laws and regulations;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work to address the risk of irregularities due to management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for evidence of bias.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's report.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF OXFORD DIOCESAN COUNCIL FOR
SOCIAL WORK INCORPORATED (CONTINUED)**

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Alexander Peal BSc(Hons) FCA DChA (Senior statutory auditor)

for and on behalf of

James Cowper Kreston

Chartered Accountants and Statutory Auditor

Reading Bridge House

George Street

Reading

Berkshire

RG1 8LS

Date: 22 November 2022

James Cowper Kreston are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED

(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:						
Donations and legacies	3	209,843	333,333	-	543,176	422,496
Charitable activities		3,138,697	635,462	-	3,774,159	3,827,916
Other trading activities	5	13,329	-	-	13,329	6,683
Investments	6	2,089	-	-	2,089	3,059
Total income		3,363,958	968,795	-	4,332,753	4,260,154
Expenditure on:						
Raising funds	7	165,364	-	-	165,364	131,052
Charitable activities	8	2,792,358	1,252,996	-	4,045,354	3,646,692
Total expenditure		2,957,722	1,252,996	-	4,210,718	3,777,744
Net gains on investments		-	-	4,338	4,338	8,556
Net income/ (expenditure)		406,236	(284,201)	4,338	126,373	490,966
Transfers between funds	18	(264,130)	284,201	(20,071)	-	-
Net movement in funds before other recognised gains/ (losses)		142,106	-	(15,733)	126,373	490,966
Other recognised gains/ (losses):						
Gains on revaluation of fixed assets		-	-	-	-	673,887
Actuarial gains/ (losses) on defined benefit pension schemes	25	744,000	-	-	744,000	(1,322,000)
Net movement in funds		886,106	-	(15,733)	870,373	(157,147)
Reconciliation of funds:						
Total funds brought forward		(637,475)	-	816,728	179,253	336,400
Net movement in funds		886,106	-	(15,733)	870,373	(157,147)
Total funds carried forward		248,631	-	800,995	1,049,626	179,253

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
(CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 22 to 45 form part of these financial statements.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED

(A company limited by guarantee)

REGISTERED NUMBER: 01636098

**BALANCE SHEET
AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	13	1,900,244	1,918,912
Investments	14	54,227	49,889
		1,954,471	1,968,801
Current assets			
Stocks	15	699,604	580,245
Debtors	16	1,074,218	392,919
Cash at bank and in hand		1,056,347	1,629,419
		2,830,169	2,602,583
Creditors: amounts falling due within one year	17	(710,014)	(764,131)
Net current assets		2,120,155	1,838,452
Defined benefit pension scheme liability	25	(3,025,000)	(3,628,000)
Total net assets		1,049,626	179,253
Charity funds			
Endowment funds	18	800,995	816,728
Unrestricted funds			
Designated funds	18	263,168	266,822
General funds	18	2,122,145	1,835,385
Revaluation reserve		888,318	888,318
Unrestricted funds excluding pension asset	18	3,273,631	2,990,525
Pension reserve	18	(3,025,000)	(3,628,000)
Total unrestricted funds	18	248,631	(637,475)
Total funds		1,049,626	179,253

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED

(A company limited by guarantee)

REGISTERED NUMBER: 01636098

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2022

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Wes Cuell 11 Nov 2022 12:44:52 GMT (UTC +0)

.....
Mr W Cuell

Chair of Trustees

Date: 11 November 2022

The notes on pages 22 to 45 form part of these financial statements.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash used in operating activities	21	(521,521)	1,051,176
Cash flows from investing activities			
Purchase of tangible fixed assets		(53,640)	(82,119)
Interest received		2,089	3,059
Net cash used in investing activities		(51,551)	(79,060)
Cash flows from financing activities			
Change in cash and cash equivalents in the year		(573,072)	972,116
Cash and cash equivalents at the beginning of the year		1,629,419	657,303
Cash and cash equivalents at the end of the year	22	1,056,347	1,629,419

The notes on pages 22 to 45 form part of these financial statements

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Oxford Diocesan council for Social Work Incorporated meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1.

1.3 Income

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Voluntary income

Income from donations, grants of a core funding or general nature, and legacies, are included in incoming resources when these are receivable, there is entitlement, probability of receipt and the amount can be measured with sufficient reliability.

Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the company has unconditional entitlement.

When donors specify that donations are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

1.4 Volunteers

The value of services provided by volunteers is not incorporated into these financial statements, as this is not quantifiable.

1.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

1. Accounting policies (continued)

1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Resources expended are accounted for on an accruals basis. The irrecoverable element of V.A.T. is included within the item of expense to which it relates.

- costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities which raise funds.
- charitable activities includes expenditure associated with the provision of adoption & fostering services, and with a range of community projects, and includes both direct costs and support costs relating to these activities.
- governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with constitutional and statutory requirements.
- where possible costs have been charged directly to the project or cost heading concerned. Support costs have been apportioned to charitable activities on the basis of estimated use of those resources in support of those activities.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

1. Accounting policies (continued)

1.7 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Freehold land	- nil
Freehold buildings	- Over 50 years
Building improvements	- Over 50 years
IT equipment	- Over 3 years
Office equipment and furniture & fixtures	- Over 4 years
Partitioning and other internal building work	- Over 7 years

The value of the freehold office buildings at 2 and 7 Southern Court, South Street, Reading, were assessed by the trustees as being split into 35% for the land and 65% for the building.

1.8 Revaluation of tangible fixed assets

The company has adopted the revaluation model to revalue items of property whose fair value can be measured reliably. The revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.

The fair value of land and buildings is usually determined from market-based evidence by appraisal that is normally undertaken by professionally qualified valuers.

1.9 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

1.10 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.11 Work in progress

Work done in approving and matching prospective adopters is recognised at the lower of cost and net realisable value. Consideration is given to the likelihood of a placement not being forthcoming and provision is made accordingly.

1.12 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

1. Accounting policies (continued)

1.13 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.14 Liabilities and Provisions

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

1.15 Pensions

The financial statements take account of the share of the underlying deficit in the Royal County of Berkshire Pension Scheme, in accordance with the Charities SORP (FRS 102). This is shown as a liability in the balance sheet and is represented by the pensions reserve.

The current service cost, expected return on pension scheme assets, interest on pension scheme liabilities and loss/(gain) on curtailments & settlements are within the "expenditure" and "other gains and losses" sections of the financial statements. Actuarial gains and losses are recognised in the gain and losses section of the SOFA. More details are included in note 25 to these accounts.

1.16 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

2. Judgements in applying accounting policies and key sources of estimation uncertainty

The preparation of the financial statements requires the charity to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for income and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates. The following judgements and estimates have had the most significant effect on amounts recognised in the financial statements.

Critical accounting estimates and assumptions:

Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values may vary depending on a number of factors.

Accrued expenses

Accrued expenses are estimated by the charity based upon past experience, with knowledge of known issues at the balance sheet date, and management information available after the balance sheet date, in respect of matters for which the charity is confident there will be an outflow of economic benefit.

Retirement benefits

Various assumptions are made in reporting the performance of the charity's share of the pension scheme. A valuation is carried out for reporting purposes by a qualified independent actuary. The principal actuarial assumptions made are disclosed in note 25.

Allocation of expenditure

Where expenditure is not directly attributable to activity categories or funds, costs are apportioned on the basis of staff numbers or by reference to the proportion of resources utilised.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	141,276	-	141,276	102,726
Legacies	3,367	-	3,367	-
Grants	65,200	-	65,200	65,200
Government grants	-	333,333	333,333	254,570
	<u>209,843</u>	<u>333,333</u>	<u>543,176</u>	<u>422,496</u>

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

4. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Funding for Alana House	-	444,358	444,358	408,778
Children in Need Grant	-	56,353	56,353	-
Ministry of Justice Grants	-	47,614	47,614	-
Other Grants	-	87,138	87,138	145,812
	-	635,463	635,463	554,590
Inter-agency placement fees	2,556,383	-	2,556,383	2,544,509
Other fees	582,314	-	582,314	728,817
	3,138,697	-	3,138,697	3,273,326
	3,138,697	635,463	3,774,160	3,827,916

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Other fundraising income	13,329	13,329	6,683
	13,329	13,329	6,683

6. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Dividends and interest	2,089	2,089	3,059
	2,089	2,089	3,059

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Other fundraising costs	55,012	55,012	43,858
Fundraising staff costs - gross wages	97,932	97,932	77,651
Fundraising staff costs - NI	6,849	6,849	5,492
Fundraising staff costs - pension	5,571	5,571	4,051
	<hr/> 165,364 <hr/>	<hr/> 165,364 <hr/>	<hr/> 131,052 <hr/>

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
Adoption	2,669,093	685,601	3,354,694	2,962,438
Community projects	-	567,395	567,395	494,561
Governance costs	123,265	-	123,265	189,693
	<hr/> 2,792,358 <hr/>	<hr/> 1,252,996 <hr/>	<hr/> 4,045,354 <hr/>	<hr/> 3,646,692 <hr/>

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

9. Analysis of expenditure by activities

	Direct costs 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Adoption	2,358,124	996,570	3,354,694	2,962,438
Community projects	391,880	175,515	567,395	494,561
Governance costs	70,921	52,344	123,265	189,693
	<u>2,820,925</u>	<u>1,224,429</u>	<u>4,045,354</u>	<u>3,646,692</u>

Analysis of support costs

	Adoption 2022 £	Community projects 2022 £	Governance costs 2022 £	Total funds 2022 £	Total funds 2021 £
Finance, personnel & reception costs	269,067	47,992	10,385	327,444	271,564
Marketing and fundraising	128,553	22,930	4,962	156,445	144,073
Chief executives office	188,480	33,619	7,275	229,374	297,079
IT, operations and facilities	410,470	70,974	15,843	497,287	447,714
Audit fees	-	-	12,000	12,000	12,340
AGM and executive council costs	-	-	568	568	1,078
Bank charges	-	-	1,311	1,311	974
	<u>996,570</u>	<u>175,515</u>	<u>52,344</u>	<u>1,224,429</u>	<u>1,174,822</u>

10. Auditor's remuneration

	2022 £	2021 £
Fees payable to the Company's auditor for the audit of the Company's annual accounts	<u>10,200</u>	<u>9,700</u>

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
(A company limited by guarantee)

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

11. Staff costs

	2022	2021
	£	£
Wages and salaries	2,498,633	2,214,189
Social security costs	231,038	210,393
Contribution to defined contribution pension schemes	110,672	96,895
Contribution to defined benefit pension schemes	159,000	125,000
	<u>2,999,343</u>	<u>2,646,477</u>

The average number of persons employed by the Company during the year was as follows:

	2022	2021
	No.	No.
Full time	35	31
Part time	55	48
	<u>90</u>	<u>79</u>

Adoption & fostering	47	45
Community projects	15	12
Support services	28	22
	<u>90</u>	<u>79</u>

The average headcount expressed as full-time equivalents was:

	2022	2021
	No.	No.
Full time	31	31
Part time	35	28
	<u>66</u>	<u>59</u>

Adoption & fostering	35	34
Community projects	10	8
Support services	21	16
	<u>66</u>	<u>59</u>

OXFORD DIOCESAN COUNCIL FOR SOCIAL WORK INCORPORATED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

11. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2022	2021
	No.	No.
In the band £60,001 - £70,000	-	1
In the band £70,001 - £80,000	2	1
In the band £80,001 - £90,000	1	1
In the band £90,001 - £100,000	-	1
In the band £100,001 - £110,000	1	-

Key management personnel

The charity considers its key management personnel to be the directors and the Strategic Leadership Team (SLT). The SLT consists of the Chief Executive Officer, the Head of Finance, the Business Development Director, the Head of Adoption, the Head of HR and the Head of Marketing and Fund-raising. The total employment benefits, including employer pension and national insurance contributions, were £506,609 (2021: £552,991).

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

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

13. Tangible fixed assets

	Freehold property £	IT equipment £	Office equipment/ furniture & fixtures £	Website £	Total £
Cost or valuation					
At 1 April 2021	1,825,000	236,084	12,778	78,174	2,152,036
Additions	-	17,653	-	35,987	53,640
Disposals	-	(85,068)	-	-	(85,068)
At 31 March 2022	1,825,000	168,669	12,778	114,161	2,120,608
Depreciation					
At 1 April 2021	-	176,775	12,723	43,626	233,124
Charge for the year	23,725	34,459	55	14,069	72,308
On disposals	-	(85,068)	-	-	(85,068)
At 31 March 2022	23,725	126,166	12,778	57,695	220,364
Net book value					
At 31 March 2022	1,801,275	42,503	-	56,466	1,900,244
At 31 March 2021	1,825,000	59,309	55	34,548	1,918,912

The original cost of the freehold properties was £777,000. The properties were valued as at 31 March 2021 by Haslams Surveyors LLP at £1,825,000.

The Company has adopted a policy of revaluation for tangible fixed assets. Had these assets been measured at historic cost, the carrying values would have been as follows:

	2022 £	2021 £
Freehold property	576,909	588,205

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

14. Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 April 2021	49,889
Revaluations	4,338
	<hr/>
At 31 March 2022	54,227
	<hr/>
Net book value	
At 31 March 2022	54,227
	<hr/>
At 31 March 2021	49,889
	<hr/>

15. Stocks

	2022 £	2021 £
Work in progress	699,604	580,245
	<hr/>	<hr/>

16. Debtors

	2022 £	2021 £
Trade debtors	980,016	304,699
Other debtors	7,952	9,473
Prepayments and accrued income	86,250	78,747
	<hr/>	<hr/>
	1,074,218	392,919
	<hr/>	<hr/>

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

17. Creditors: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	242,749	189,994
Other taxation and social security	63,200	62,456
Other creditors	152,027	135,983
Accruals and deferred income	252,038	375,698
	<u>710,014</u>	<u>764,131</u>
	<u><u>710,014</u></u>	<u><u>764,131</u></u>
	2022	2021
	£	£
Deferred income at 1 April 2021	329,013	281,991
Resources deferred during the year	212,884	2,294,131
Amounts released from previous periods	(329,013)	(2,247,109)
	<u>212,884</u>	<u>329,013</u>
	<u><u>212,884</u></u>	<u><u>329,013</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS
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18. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
Unrestricted funds						
Designated funds						
Fixed assets	266,822	-	-	(3,654)	-	263,168
General funds						
General funds	1,835,385	3,363,958	(2,816,722)	(260,476)	-	2,122,145
Revaluation reserve	888,318	-	-	-	-	888,318
Pension reserve	(3,628,000)	-	(141,000)	-	744,000	(3,025,000)
	(904,297)	3,363,958	(2,957,722)	(260,476)	744,000	(14,537)
Total Unrestricted funds	(637,475)	3,363,958	(2,957,722)	(264,130)	744,000	248,631
Endowment funds						
Wellesley Home Trust Property Fund						
- Original gift	9,083	-	-	-	-	9,083
- Unapplied total return	586	-	-	-	-	586
St. Mary's Home Fund						
- Original gift	28,247	-	-	-	-	28,247
- Unapplied total return	778,812	-	-	(20,071)	4,338	763,079
	816,728	-	-	(20,071)	4,338	800,995

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NOTES TO THE FINANCIAL STATEMENTS
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18. Statement of funds (continued)

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
Restricted funds						
Alana House Reading	-	395,771	(419,080)	23,309	-	-
Strengthening Families	-	134,752	(352,268)	217,516	-	-
Bounce Back for Kids	-	104,939	(148,315)	43,376	-	-
DfE Covid-19 grant	-	333,333	(333,333)	-	-	-
	-	968,795	(1,252,996)	284,201	-	-
Total of funds	179,253	4,332,753	(4,210,718)	-	748,338	1,049,626

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**NOTES TO THE FINANCIAL STATEMENTS
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18. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds						
Designated funds						
Fixed assets	235,605	-	-	31,217	-	266,822
General funds						
General funds	1,294,593	3,455,564	(2,671,165)	(243,607)	-	1,835,385
Revaluation reserve	496,743	-	-	-	391,575	888,318
Pension reserve	(2,223,000)	-	(83,000)	-	(1,322,000)	(3,628,000)
	<u>(431,664)</u>	<u>3,455,564</u>	<u>(2,754,165)</u>	<u>(243,607)</u>	<u>(930,425)</u>	<u>(904,297)</u>
Total Unrestricted funds	<u>(196,059)</u>	<u>3,455,564</u>	<u>(2,754,165)</u>	<u>(212,390)</u>	<u>(930,425)</u>	<u>(637,475)</u>
Endowment funds						
Wellesley Home Trust Property Fund						
- Original gift	9,083	-	-	-	-	9,083
- Unapplied total return	586	-	-	-	-	586
St. Mary's Home Fund						
- Original gift	28,247	-	-	-	-	28,247
- Unapplied total return	494,543	-	-	(6,599)	290,868	778,812
	<u>532,459</u>	<u>-</u>	<u>-</u>	<u>(6,599)</u>	<u>290,868</u>	<u>816,728</u>

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18. Statement of funds (continued)

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Restricted funds						
Alana House Reading	-	282,745	(298,826)	16,081	-	-
Strengthening Families	-	145,812	(322,795)	176,983	-	-
Bounce Back for Kids	-	102,489	(112,845)	10,356	-	-
Alana BFB	-	23,544	(39,113)	15,569	-	-
DfE Covid-19 grant	-	250,000	(250,000)	-	-	-
	-	804,590	(1,023,579)	218,989	-	-
Total of funds	336,400	4,260,154	(3,777,744)	-	(639,557)	179,253

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18. Statement of funds (continued)

Unrestricted funds - designated

These are unrestricted funds which the trustees have decided should be used for particular purposes: The trustees agreed that the net value of unrestricted fixed assets held in the general fund should be transferred to a designated fixed assets fund, to provide a better understanding of the charity's unrestricted reserves. This excludes any assets held by restricted funds but includes assets financed by long term loans.

Unrestricted funds - general

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. The general fund represents the net free assets of the company.

Endowment funds

A permanent endowment is a capital fund where there is no power to convert the capital into income, i.e. the capital must be held indefinitely. An order was granted by the Charity Commission in 2002 permitting the trustees to adopt a total return approach to the investment of the above two endowment funds. This order permits the application of the unapplied total return to the charitable purposes of the charity.

Wellesley Home Trust Property Fund is a permanent trust set up under a Charity Commission scheme in 1978 from the general assets of the Wellesley Home following closure. The fund's assets are shares in a J.P.Morgan Unit Trust.

The capital in the St Mary's Home fund may be applied in or towards the provision of land and buildings for the support of women and girls at risk.

Restricted funds

Restricted funds are funds which may only be used in ways that are restricted by the terms under which they were received:

- Alana House is a project which supports women who have been, or who at risk of being, involved with the Criminal Justice System. It has activities based in Reading and Newbury;
- Strengthening Families relates to support work carried out by PACT over and above the requirements of Inter Agency Fee, and includes support and assistance given to families and children via the dedicated Strengthening Families Team. PACT is in receipt of a grant from Children In Need to help support the funding of the team in this area;
- Bounce Back for Kids is a fund created to support our work with children affected by domestic violence.

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**NOTES TO THE FINANCIAL STATEMENTS
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19. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
Designated funds	266,822	-	-	(3,654)	-	263,168
General funds	(904,297)	3,363,958	(2,957,722)	(260,476)	744,000	(14,537)
Endowment funds	816,728	-	-	(20,071)	4,338	800,995
Restricted funds	-	968,795	(1,252,996)	284,201	-	-
	<u>179,253</u>	<u>4,332,753</u>	<u>(4,210,718)</u>	<u>-</u>	<u>748,338</u>	<u>1,049,626</u>

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Designated funds	235,605	-	-	31,217	-	266,822
General funds	(431,664)	3,455,564	(2,754,165)	(243,607)	(930,425)	(904,297)
Endowment funds	532,459	-	-	(6,599)	290,868	816,728
Restricted funds	-	804,590	(1,023,579)	218,989	-	-
	<u>336,400</u>	<u>4,260,154</u>	<u>(3,777,744)</u>	<u>-</u>	<u>(639,557)</u>	<u>179,253</u>

20. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Endowment funds 2022 £	Total funds 2022 £
Tangible fixed assets	1,163,145	737,099	1,900,244
Fixed asset investments	-	54,227	54,227
Current assets	2,820,500	9,669	2,830,169
Creditors due within one year	(710,014)	-	(710,014)
Provisions for liabilities and charges	(3,025,000)	-	(3,025,000)
Total	<u>248,631</u>	<u>800,995</u>	<u>1,049,626</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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20. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Endowment funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,140,100	778,812	1,918,912
Fixed asset investments	21,642	28,247	49,889
Current assets	2,592,914	9,669	2,602,583
Creditors due within one year	(764,131)	-	(764,131)
Provisions for liabilities and charges	(3,628,000)	-	(3,628,000)
Total	(637,475)	816,728	179,253

21. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income for the year (as per Statement of Financial Activities)	126,373	490,966
Adjustments for:		
Depreciation charges	72,308	50,900
Losses on investments	(4,553)	(8,556)
Interest received	(2,089)	(3,059)
(Increase)/decrease in work in progress	(119,359)	9,127
Decrease/(increase) in debtors	(681,299)	230,999
Increase/(decrease) in creditors	(53,902)	197,799
Defined benefit pension scheme cost less contributions payable	69,000	32,000
Defined benefit pension scheme finance cost	72,000	51,000
Net cash provided by/(used in) operating activities	(521,521)	1,051,176

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**NOTES TO THE FINANCIAL STATEMENTS
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22. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	1,056,347	1,629,419
Total cash and cash equivalents	1,056,347	1,629,419

23. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	Changes in market value and exchange rate movements £	At 31 March 2022 £
Cash at bank and in hand	1,629,419	(577,510)	4,438	1,056,347
	<u>1,629,419</u>	<u>(577,510)</u>	<u>4,438</u>	<u>1,056,347</u>

24. Capital commitments

At the year end, the charity had £Nil (2021: £15,000) in capital commitments relating to the Adopter Hub website, and £nil (2021: £20,820) in capital commitments relating to the PACT website.

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

25. Pension commitments

The Company operates a defined benefit pension scheme.

Royal County of Berkshire Pension Fund

PACT is an admitted body of the Local Government Pension Scheme (LGPS) as part of the Royal County of Berkshire Pension Fund ("the Fund"). Since 31 March 2013 the Fund only remains open to new PACT members of staff for a small number of senior posts. During the year the active PACT members of the Fund remained at 6 members.

The LGPS scheme is a funded, defined benefit scheme and contributions are set every 3 years as a result of the actuarial valuation of the Fund which estimates the asset and liability allocation for PACT. PACT's share of the assets of the Fund is less than 1%. The last valuation was at 31 March 2019 and the pension expense calculations as at 31 March 2022 have been provided by Barnett Waddingham, consulting actuaries to the Fund. The next review, which is due as at 31 March 2022, has been carried out but not yet completed.

PACT also contributes to a defined benefit group personal pension scheme on behalf of those employees who are not members of the LGPS.

The Charities SORP (FRS 102) disclosures for the Fund at 31 March 2022 shows a deficit of £3,025k (2021: £3,628k).

Employer contributions to this Fund totalled £94k (2021: £95k), at a contribution rate of 22.20% (2021: 22.20%). This cost is included in direct charitable expenditure in the SOFA.

The deficit at the beginning of the year was £3,628k (2021: £2,223k). The actuarial gain during the year was £774k (2021: loss of £1,322k). This is shown in the SOFA as 'actuarial gains / (losses) on defined benefit pension schemes'. Other movements in the reconciliation to the closing balance totalled £141k (2021: £83k). This cost is included in direct charitable expenditure in the SOFA.

Principal actuarial assumptions at the Balance sheet date (expressed as weighted averages):

	At 31 March 2022 %	At 31 March 2021 %
RPI increases	2.60	3.20
CPI increases	2.60	2.80
Future salary increases	4.90	4.50
Future pension increases	3.20	2.80
Proportion of employees opting for early retirement	2.60	2.00
	<hr/> <hr/>	<hr/> <hr/>

	At 31 March 2022 Years	At 31 March 2021 Years
Mortality rates (in years)		
- for a male aged 65 now	21.3	21.2
- at 65 for a male aged 45 now	22.6	22.5
- for a female aged 65 now	24.0	23.9
- at 65 for a female aged 45 now	25.4	25.4
	<hr/> <hr/>	<hr/> <hr/>

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

25. Pension commitments (continued)

The Company's share of the assets in the scheme was:

	At 31 March 2022 £	At 31 March 2021 £
Equities	2,597,000	2,251,000
Corporate bonds	676,000	613,000
Property	500,000	465,000
Cash and other liquid assets	87,000	171,000
Other	323,000	256,000
Total fair value of assets	<u>4,183,000</u>	<u>3,756,000</u>

The actual return on scheme assets was £427,000 (2021 - £423,000).

The amounts recognised in the Statement of Financial Activities are as follows:

	2022 £	2021 £
Current service cost	159,000	125,000
Net interest on the defined liability	72,000	51,000
Administrative expenses	4,000	2,000
Total amount recognised in the Statement of Financial Activities	<u>235,000</u>	<u>178,000</u>

Movements in the present value of the defined benefit obligation were as follows:

	2022 £	2021 £
Opening defined benefit obligation	7,384,000	5,593,000
Current service cost	159,000	125,000
Interest cost	146,000	130,000
Contributions by scheme participants	26,000	28,000
Actuarial (gains)/losses	(305,000)	1,666,000
Benefits paid	(202,000)	(158,000)
Closing defined benefit obligation	<u>7,208,000</u>	<u>7,384,000</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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25. Pension commitments (continued)

Movements in the fair value of the Company's share of scheme assets were as follows:

	2022	2021
	£	£
Opening fair value of scheme assets	3,756,000	3,370,000
Expected return on assets	74,000	79,000
Actuarial gains	439,000	344,000
Contributions by employer	94,000	95,000
Contributions by scheme participants	26,000	28,000
Benefits paid	(202,000)	(158,000)
Administration expenses	(4,000)	(2,000)
Closing fair value of scheme assets	4,183,000	3,756,000

26. Transactions with connected charities

The Oxford Diocesan Board of Finance (ODBF) is a connected charity. During the year the charity received grant income of £65,200 (2021: £65,200) from ODBF.

27. Operating lease commitments

At 31 March 2022 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
Not later than 1 year	13,929	13,929
Later than 1 year and not later than 5 years	12,536	25,246
	26,465	39,175

28. Related party transactions

There were no transactions with related parties during the year.