

CATHOLIC CARE (DIOCESE OF LEEDS)

(A company limited by guarantee)

**TRUSTEES' REPORT AND
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED

31 MARCH 2020

**Charity Number: 513063
Company Number: 01633737**

Catholic Care (Diocese of Leeds)

Trustees' Report and Financial Statements

For the year ended 31 March 2020

Contents

	Page
Trustees and Advisers	1
Report of the Trustees (incorporating the strategic report)	2 - 9
Independent Auditor's Report	10 - 11
Statement of Financial Activities (including income and expenditure account)	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15 - 25

Catholic Care (Diocese of Leeds)

Trustees and Advisors

For the year ended 31 March 2020

Name of Company: Catholic Care (Diocese of Leeds)

Registered Address: 11 North Grange Road
Headingley
Leeds LS6 2BR

Telephone No: 0113 3885400

Status: Company Limited by Guarantee and a Registered Charity

Company Registration No: 01633737

Charity Registration No: 513063

The Trustees constitute Directors of the Charity for the purpose of the Companies Act 2006 and the Trustees are the officials of the Charity for the purpose of the Charities Act 1993. The following members were in office during the year ended 31 March 2019:

Right Rev Marcus Stock, Bishop of Leeds (Chair)
Mr Timothy Parr (Vice Chair)
Reverend Monsignor Peter Rosser
Reverend Monsignor Donal Lucey
Mrs Sue Rix
Rev Dr Joseph Cortis
Mrs Maureen Fletcher
Mrs Vivienne Birch
Mr Mark Davison

Company Secretary: Mrs Carol Hill

Senior Executives: Mrs Carol Hill (Director)
Mr Craig Beedle (Head of Finance)
Ms Mary Simmons (Service Manager, Children & Young People)
Ms Sharon Costello (Service Manager, Adult Learning Disabilities)
Ms Janet Kent (Service Manager, Schools, Children & Family Wellbeing)

Auditors: BHP LLP
1st Floor Mayesbrook House
Lawnwood Business Park
Redvers Close
Leeds LS16 6QY

Solicitors: Grays
Duncombe Place
York YO1 7DY

Wrigleys
19 Cookridge Street
Leeds LS2 3AG

Bankers: Yorkshire Bank
4 Victoria Place
Manor Road
Leeds LS11 5AE

Investment Managers: Aberdeen Standard Capital
Minerva House
29 East Parade
Leeds LS1 5PS

Catholic Care (Diocese of Leeds)

Report of the Trustees (incorporating the strategic report)

For the year ended 31 March 2020

The Trustees present their annual report together with the audited financial statements of Catholic Care (Diocese of Leeds) for the year ended 31 March 2020.

Objectives and Activities

The objects of the Charity are to promote, in the Roman Catholic Diocese of Leeds, the relief of those in need who are disadvantaged, vulnerable or marginalised. In order to achieve these objectives the Charity provides following services:

- Adult Learning Disability Services
- Children & Young People's Services
- Mental Health Accommodation Service
- Schools, Children & Family Wellbeing Services
- Older People's Services
- Community Services

Public benefit

The Trustees confirm they have complied with the requirement in Section 17 of the Charities Act 2011, to have due regard to public benefit in determining the activities undertaken by the Charity. As a charity, we are keen to emphasise the public benefit that we believe our work provides. Our services are available to people of all faiths and none living within the geographical area which coincides with the Roman Catholic Diocese of Leeds who are disadvantaged, vulnerable and marginalised.

Volunteers and supporters

We value the contribution of our volunteers who give freely of their time and skills. They are integral to our work and make such a positive difference to the sustainability of our community services. Volunteers enable us to offer a caring service in our community projects in keeping with our values. Our volunteers help us in many ways by: knitting clothes and blankets, making tea, baking cakes, serving meals, washing up and, at stay and play, setting out tables and chairs, changing batteries and mending toys! The volunteers themselves form the community groups to welcome refugees under the Community Sponsorship programme. We want every one of our volunteers to feel inspired, capable and empowered to make a positive difference to people's lives.

Fundraising

The Charity has two main annual fundraising events: the Annual Appeal which takes place in parishes across the Diocese on the fourth Sunday of Lent which raised £27,601 (2019: £33,537); and the Good Shepherd Appeal which takes place in the Catholic Schools across the Diocese. The children undertake a variety of inventive and fun activities to raise money for the Charity and raised an amount of £51,930 (2019: £46,464). The Charity does not engage in raising funds directly from the general public and does not use a professional fund-raiser or consider fundraising activities to be significant. The Charity will continue to monitor its sources of income and should it start to generate significant funds from fundraising activities will inform the fundraising regulator and take all necessary measures to ensure it complies with the guidance issued.

Policies

During the year we have reviewed all our policies, including our safeguarding policy, to ensure that our working practices are up to date for the benefit of our staff, volunteers and the people we provide services to.

Achievements and Performance

Adult Learning Disability Services

Services delivered in one (2019: two) residential and ten (2019: nine) supported living homes. Our services focus on people's abilities and not their disabilities. During the year we cared for and supported 52 people (2019: 53 people). Also during the year the charity's residential home in Dewsbury was closed and the four remaining residents moved to a new home in Elland under the supported living model.

Children & Young People's Services

Our services make a positive difference to the lives of children and young people through our residential care where during the year we cared for seven young people (2019: 10). The Charity also has a small outreach service supporting children with a learning disability, where we supported two children (2019: four).

Mental Health Accommodation Service

Our service focuses on the mental, physical and spiritual needs of people with enduring mental health issues and is delivered in supported accommodation. During the year we supported 10 people (2019: 11).

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Schools, Children & Family Wellbeing Services

Our qualified team of professionals provide advice, support and counselling for children, young people, families and school staff across 55 schools supporting their mental health and wellbeing. During the year we held 13,164 1:1 sessions (2019: 16,003).

Older People's Services

Our community outreach service provides care and support in a person's own home to older people and adults with a learning disability, helping them to live independently. During the year we supported and cared for 59 people (2019: 21) through this service. The Charity also run community groups for older people to address loneliness and isolation. During the year 296 people (2019: 273) regularly attended these groups.

Community Services

The Charity has continued to drive forward its community services during the year:

- through our Gianna Project we provide material assistance and caring support to mothers and babies in difficult circumstances. During the year 252 referrals (2019: 152), many from the refugee, asylum seeking and trafficked community have been supported;
- our Young Carers project provides support and social activity and during the year has supported 71 young people (2019: 41);
- stay and play groups address loneliness and isolation, offer peer support and create community. During the year 201 regularly attended these groups (2019: 120);
- practical support, through the provision of baby clothes, toys and equipment, for women prisoners living with their babies in prison;
- responding to the call of Pope Francis by providing support to refugees and asylum seekers. This has involved much partnership working with other groups in the Diocese of Leeds and the community generally, provision of a property to house destitute asylum seekers and undertaking the role of Lead Sponsor and supporting community groups to welcome a Syrian Refugee family under the Community Sponsorship model.
- community counselling provides a confidential counselling service for adults unable to see a way through their difficulties. During the year we supported 50 people (2019: 26);
- our Holiday Hunger project supports children and families during the summer school holidays. During the year we delivered 350 food hampers (2019: 220).

Financial Review

During the year ended 31 March 2020 Catholic Care's income increased by £81,531 (2.0%) to £4,151,812. This was due largely to an increase in contract values and fees for additional service user support required in the adult learning disability service. Our total expenditure in delivering our services for the year decreased by £6,481 (0.2%) to £4,052,896.

Charitable activities

Adults Learning Disability Services	Year Ended 31.3.20	Year Ended 31.3.19
People receiving care & support	52	53
Number of homes	11	11
Residential & supported places	54	54
Referrals to the service	3	3
People receiving outreach support	3	3
Income	£2,360,392	£2,194,195
% of total income	57%	54%
Expenditure	£2,082,358	£1,946,952

Children & Young People's Services	Year Ended 31.3.20	Year Ended 31.3.19
People receiving care & support	7	10
Number of homes	1	1
Residential places	7	7
Children supported with a learning disability through outreach	2	4
Income	£729,750	£729,344
% of total income	18%	18%
Expenditure	£639,314	£690,306

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Mental Health Accommodation Service	Year Ended 31.3.20	Year Ended 31.3.19
People receiving care & support	10	11
Number of homes	1	1
Supported flats	10	10
Referrals to the service	8	1
People receiving outreach support	4	4
Income	£124,824	£119,309
% of total income	3%	3%
Expenditure	£131,582	£129,962

Schools, Children & Family Wellbeing Services	Year Ended 31.3.20	Year Ended 31.3.19
People receiving care & support *	2,652	1,996
Number of schools served	55	55
Income	£487,205	£494,767
% of total income	12%	12%
Expenditure	£598,955	£624,478
Children receiving Safer Together Programme	3,832	4,054
Children receiving Mindfulness Sessions	30	30

* includes children, parents and school staff

Older People's Services	Year Ended 31.3.20	Year Ended 31.3.19
People receiving outreach support	59	21
Number of community groups	13	14
People attending community groups	296	273
Volunteers delivering services	32	33
Income	£113,100	£167,459
% of total income	3%	4%
Expenditure	£178,455	£193,671

Community Services	Year Ended 31.3.20	Year Ended 31.3.19
People receiving care & support:		
Gianna Project	252	152
Stay and play groups	201	120
Young Carers	71	41
Community counselling	50	26
Holiday Hunger project	350	290

The Impact of COVID-19

During the year the COVID-19 Pandemic struck and on 23 March 2020 the country went into a lock down. In the couple of weeks preceding this the Charity had to think fast and adapt its services to enable it to continue to deliver its services in a different and COVID safe way to meet what turned out to be an exponential increase in need and demand. Services in our homes continued with the added challenges of an anxious and initially frightened staff and residents who were usually very active in the community staying at home all day. These challenges were met with a variety of ingenious ways to entertain the residents and the building up of some very valuable relationships. Many of our services outside of the homes continued in virtual ways. There were some disadvantages to this but also some unlikely benefits which included reaching out to the more vulnerable who are not always prepared to engage in a more formal setting. This method of communication proved very successful for our service provided to schools, and young carers in particular. Our older people preferred a good telephone conversation. With the exception of some of our refugee work all our other services supporting vulnerable people have either continued as "Normal" or in a virtual way or an entirely new way. In response to the vast increase in demand brought about mostly by the economic hardship caused by the Coronavirus the Charity launched a community response service which made over 26,000 phone calls to relieve isolation; sent out over 900 supermarket vouchers to needy families; made over 600 visits to the supermarket to help people who were isolating and shielding and delivered nearly 15,000 pieces of fruit to schools and needy families to support diets. Despite the challenges faced the Charity has continued to deliver its Mission and has been successful in supporting not only the people it supports in normal times but has reached out and supported those who would otherwise have been left behind.

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Reserves policy

The Trustees reviewed the reserves policy during the year to ensure it both represents the Charity's requirements and meets with the Charity Commission's recommendations.

At the balance sheet date there were £6,116,744 of unrestricted reserves and £16,603 of restricted reserves for use in the provision of services to asylum seekers and refugees, community sponsorship groups, and amenity funds for the Learning Disability Residential Homes.

During the year the Trustees looked in detail at their five year strategic plan with particular reference to:

- its forecasts for levels of income for the current and future years;
- its forecasts for expenditure for the current and future years on the basis of planned activity;
- its analysis of any future needs, opportunities, commitments or risks, where future income alone is likely to fall short of the amount of the anticipated costs.

As a result of this analysis, the Trustees have decided to continue to allocate £300,000 of reserves to be spent on community projects during the year and also for the year ending 31 March 2021 where insufficient third-party funding is available.

The Trustees also looked at the level of reserves the charity should maintain considering, using the best evidence available, the likelihood of a shortfall arising which means that reserves would be necessary and the strategy for an orderly closure in the event of an unplanned shutdown.

The Trustees have used this exercise to agree on a free reserves level of £1.3m, which is approximately 3-4 months worth of expenditure, to be maintained over the forthcoming five years. The level of reserves and the progress towards the achievement of the strategic plan are reviewed on a regular basis as part of the management information presented at Trustees' meetings.

	Year Ended 31.3.20	Year Ended 31.3.19
Restricted funds	£	£
Amenity funds	993	993
Refugee Community Sponsorship Groups	10,940	-
Diocesan Refugee Support Project	4,670	30,686
	16,603	31,679
Unrestricted funds		
Designated Property funds	3,729,810	3,603,779
General funds		
Fixed assets funds	22,003	11,947
Free reserves	2,364,931	2,500,215
	2,386,934	2,512,162
Total unrestricted funds	6,116,744	6,115,941
Total funds	6,133,347	6,147,620

The general reserves are required by the Charity to meet its objectives of relieving those in need who are disadvantaged, vulnerable or marginalised; to provide working capital to support completion of its long-term development objectives; to deliver its current activities and, to allow the Trustees to meet their responsibilities and ensure the Charity continues as a going concern.

Going concern

The Trustees regularly review the needs, risks, challenges and prospects faced by the Charity and how these impact on the Charity's future performance. The Trustees have considered the impact of COVID-19 on the Charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees note the additional income being received by way of Government financial support to local authorities, the provision of free PPE for adult regulated services and the additional grant income which has been secured post year end and are confident that they have in place plans to deal with any financial losses that may arise. The Trustees do not have any doubts that the Charity will continue as a going concern for the foreseeable future.

Catholic Care predominately receives its income from the public sector, through local authorities and national benefit funding streams. It also receives funding through fundraising activities, donations, grants, commissioned services and the service users themselves.

The Trustees recognise the importance of diverse funding streams to protect against potentially harmful damage arising from the loss of one income stream and to achieve continued future stability of income.

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Principal risks

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register is maintained and formally reviewed by Trustees annually and more frequently on an informal basis by the Senior Management Team.

The Trustees consider the principal risks to be:

- The impact of COVID-19 on the health of residents and the availability of the staff teams caring for them;
- A fall in occupancy in each of our accommodation based services as a result of short/medium-term voids, or a change in service demands as a result of changing assessment criteria;
- Over supply of services in the specific care sector;
- Reduction in funding as a result of the change in funding streams;
- Failure of tender applications and non-renewal of contracts;
- Challenging financial environment in schools;
- Creation of multi academy trusts and the loss of decision making ability of local headteacher;
- Insufficient grant income.

We are looking at ways to address the above risks by:

- Ensuring our places of work are COVID Secure
- Diversification of services and hence funding streams.
- Increasing the number of grant applications.
- Growing our volunteer base and deepening their engagement, especially across the community services.

Structure, Governance and Management

Constitution

The Charity is registered as a charitable company limited by guarantee and is governed by its memorandum and articles as amended by special resolution, registered at Companies House on 5 February 2015, registered charity number 513063.

Method of appointment or election of trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The persons notified to the Registrar of Companies as the first directors of the Charity were the Trustees of the Charity. Subsequent and future Trustees are appointed to the Charity by a simple majority of all the Trustees entitled to attend and vote at any meeting of the Trustees, following a formal recruitment process against criteria agreed by Trustees to ensure appropriate skills, abilities and diversity of the Trustee Board.

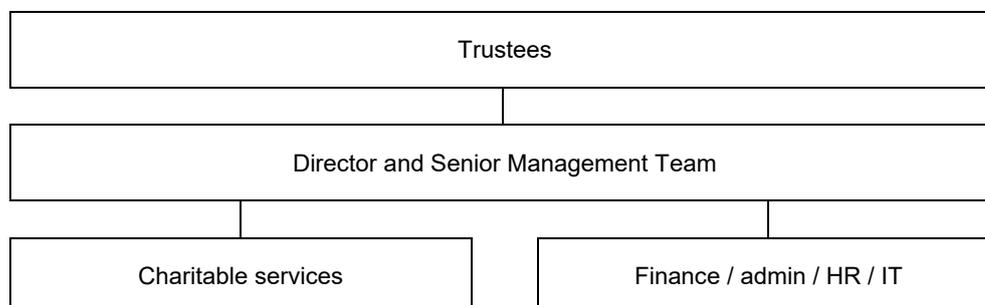
Policies adopted for the induction and training of trustees

The Charity has established a wide programme of support and training for Trustees and particularly new Trustee appointments including an induction process consisting of discussions with the Trustees, Director, and senior management team, guidance on the role and responsibilities of a Trustee and induction into the vision, mission and values of the Charity through the attendance of the Charity's induction day held for all staff. The Trustees are invited to attend an annual Charity Update Conference which is hosted by Wrigley's solicitors, they also undergo regular safeguarding training and regular visits to the Charities homes and projects.

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Organisational structure and decision making

The Charity has its headquarters based in Headingley, Leeds with a distributed network of staff throughout the Diocese of Leeds. The high-level organisation is illustrated below:



The Board of Trustees are the ultimate decision makers for the Charity with day-to-day management delegated to the Director. The Finance and Property Committee (a formal subcommittee of the Trustee Board) has delegated authority for the financial control of the Charity. The Health and Safety Committee (a formal subcommittee of the Trustee Board) has delegated authority for the health and safety of the Charity. The Personnel Committee (a formal subcommittee of the Trustee Board) has delegated authority for the staff and volunteers of the Charity.

The Board of Trustees meets on a quarterly basis. All meetings are minuted. In addition, the subcommittee meetings are also held quarterly, prior to each of the main Board meetings.

The Trustees are covered by a third party Charitable Trustee Indemnity insurance, which forms part of the Charity's combined liability insurances.

Remuneration policy

Pay and benefits, including key management personnel remuneration, are set to recognise the value of the role and the level of responsibility. Pay and benefits are compared to benchmarks for similar roles in the charity sector and the level set based on the experience and skills required for the roles. The Charity also links its pay to the National Joint Council (NJC) for local government services scale points and implements annual pay increases as recommended by the NJC. The award was 2% at 1st April 2019 (2018: 2%).

Investment policy and performance

The Trustees adopt an ethical investment policy which is committed to working towards justice and the fair treatment of all people. They are committed to investing the Charity's resources in organisations and businesses that promote just employment, respect finite resources of our environment and the dignity of people. The Trustees, in adopting an ethical investment policy, appreciate the underlying principle that their power of investment has to be used to further the purposes of the Charity and that those purposes will normally be best served by seeking the maximum return consistent with commercial prudence. The Trustees believe that their ethical policy can be consistent with this principle of seeking the best returns.

A significant amount of reserves are invested in two portfolios managed by Aberdeen Standard Capital. The Charity's headline objective of the first portfolio is for growth and the investment managers look to achieve this via a portfolio structure that aims for both income generation and long term capital growth. The second portfolio is held for the purpose of funding future capital developments and is held in a portfolio structure that aims to maximise medium term growth. The overall performance of the investments during the year showed a small increase of 1.8% in the year (2018: fall of 0.19%), which reflects the general market conditions.

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Future developments

The Trustees view the Charity as being comprised of both its regulated and community services. The Trustees are committed to maintaining the current regulated services and recognise the investment required to achieve this to enable these services to evolve to meet current need, best practice and delivery of high quality care and support. In order to support this goal the Trustees have embarked on a management restructure with the aim of realigning existing responsibilities, introducing additional capacity and achieving some additional leadership resource. The Trustees aspire to achieve the following strategic goals:

- In our adult learning disability services we are working towards developing a new model of accommodation with care and support in line with the personalisation agenda. The anticipated costs of this project will be in the region of £1.4m, which the Charity held in its investment portfolio at 31st March 2020. The project commenced in February 2020 but has been delayed due to the Coronavirus pandemic. It is now forecast to be completed in the summer of 2021. We are also well positioned to care for and support people in new supported homes;
- For the service delivered in schools, our goal is to retain our current contracts in an increasingly challenging financial environment and we aim to achieve this by continually adding value to our service through additional services including education psychologists and psychotherapeutic counsellors. We will also develop our working relationship with Catholic Multi Academy Trusts as the academisation initiative continues. Following the success of the "Safer Together" project which focused on children and young people looking at positive relationships with the aim of breaking the cycle of domestic violence, the Charity has received funding to deliver another project with similar aims "Safer Me" which will be delivered into secondary schools into 2021;
- Our domiciliary care services delivered to older people will increase significantly during 2021 when the Charity delivers care services into the H21 Extra Care Scheme in Skipton which is currently being developed;
- We are investing in our children's services to enable all staff to become Trauma Informed Practitioners. With the provision of a 24/7 service;
- We plan to expand our mental health accommodation services

In addition, the Trustees are committed to developing services in the community to enhance the Charity's mission of reaching out to those who are disadvantaged, vulnerable and marginalised. The Trustees aspire to achieve this strategic direction of travel through:

- Offering pregnancy and parenting services through its established Gianna Project.
- Continuing to develop community services for older people including groups, hot meal home service and hampers;
- Continuing to develop stay and play groups including virtual story time;
- Funding was received during the year to support the development of 6 community sponsorship groups to welcome Syrian refugee families into 2021;
- Developing the Community Response Service into a more sustainable model "Community Markets".

Catholic Care (Diocese of Leeds)
Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2020 (continued)

Trustees' responsibility statement

The Trustees (who are also directors of Catholic Care (Diocese of Leeds) for the purposes of company law) are responsible for preparing the Trustees' Annual 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing 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 SORP 2019 (FRS 102);
- make judgements and accounting 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; and
- 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as Trustees are aware:

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

This report of the Trustees (incorporating the strategic report) was approved on 3rd November 2020 and signed on their behalf by:



.....
Mr Timothy Parr - Vice Chair of Trustees

Catholic Care (Diocese of Leeds)

Independent Auditor's Report to the Members of Catholic Care (Diocese of Leeds)

Opinion

We have audited the financial statements of Catholic Care (the 'charitable company') for the year ended 31 March 2020 which comprise Statement of Financial Activity, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, 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 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Catholic Care (Diocese of Leeds)
Independent Auditor's Report to the Members of Catholic Care (Diocese of Leeds) (continued)

Matters on which we are required to report by exception

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

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charitable company has not kept adequate accounting records; 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.

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 regulations made under section 154 of that Act.

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.

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.

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 the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Micheal Jackson (Senior Statutory Auditor)

Date:

4 November 2020

For and on behalf of
BHP LLP
Chartered Accountants
Statutory Auditor
1st Floor Mayesbrook House
Leeds
LS16 6QY

Catholic Care (Diocese of Leeds)

Statement of Financial Activities (including income and expenditure account) For the year ended 31 March 2020

	Notes	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £	2019 Total Funds £
Income:					
Income from donations and legacies	4	207,600	2,061	209,661	224,893
<i>Income from charitable activities:</i>					
Learning Disability Service		2,360,392	-	2,360,392	2,194,195
Children & Young People's Services		729,750	-	729,750	729,344
Mental Health Service		124,824	-	124,824	119,309
Post Adoption Service		-	-	-	7,352
Schools Service		487,205	-	487,205	494,767
Older People's Groups & Outreach		113,100	-	113,100	167,459
Gianna Project / Other Community Projects		25,878	-	25,878	19,093
Refugee Support		-	9,000	9,000	-
Embrace Project		-	-	-	20,372
<i>Income from other trading activities:</i>					
Christmas card sales		1,440	-	1,440	2,018
Investment income		90,562	-	90,562	91,479
Total Income		4,140,751	11,061	4,151,812	4,070,281
Expenditure:					
<i>Expenditure on raising funds:</i>					
Investment management costs		23,688	-	23,688	19,183
Rental property		79,379	-	79,379	80,636
<i>Expenditure on charitable activities:</i>	5				
Learning Disability Service		2,082,358	-	2,082,358	1,946,952
Children & Young People's Services		639,314	-	639,314	690,306
Mental Health Service		131,582	-	131,582	129,962
Post Adoption Service		51,064	-	51,064	52,594
Schools Service		598,955	-	598,955	624,478
Growing Old Gracefully		3,367	-	3,367	318
Older People's Groups & Outreach		178,455	-	178,455	193,353
Gianna Project / Other Community Projects		125,152	-	125,152	101,853
Refugee Support		4,735	26,137	30,872	20,410
Embrace Project		301	-	301	32,750
Governance	6	115,249	-	115,249	166,582
Total expenditure		4,033,599	26,137	4,059,736	4,059,377
Net income / (expenditure)		107,152	(15,076)	92,076	10,904
Distribution from bank administrators	8	2,908	-	2,908	969
(Losses) / Gains on investments	12	(109,257)	-	(109,257)	21,247
Actuarial losses on defined benefit pension schemes	18	-	-	-	(80,000)
Net movement in funds		803	(15,076)	(14,273)	(46,880)
Reconciliation of funds:					
Total funds brought forward		6,115,941	31,679	6,147,620	6,194,500
Total funds carried forward	19	6,116,744	16,603	6,133,347	6,147,620

All income and expenditure relate to continuing activities. The statement of financial activities includes all gains and losses recognised in the year. The notes on pages 15 to 25 form part of these financial statements.

Catholic Care (Diocese of Leeds)

Balance Sheet at 31 March 2020

	Notes	2020	2020	2019	2019
		£	£	£	£
Fixed assets:					
Tangible fixed assets	11		3,751,813		3,615,726
Investments	12		<u>3,041,353</u>		<u>3,112,121</u>
<i>Total fixed assets</i>			6,793,166		6,727,847
Current assets:					
Debtors	13	415,385		484,490	
Cash at bank and in hand		<u>210,341</u>		<u>145,721</u>	
<i>Total current assets</i>		625,726		630,211	
Liabilities:					
Creditors falling due within one year	14	<u>(685,545)</u>		<u>(610,438)</u>	
Net current (liabilities) / assets			(59,819)		19,773
Total assets less current liabilities			6,733,347		6,747,620
Provisions for liabilities	17		(600,000)		(600,000)
Total net assets			<u>6,133,347</u>		<u>6,147,620</u>
The funds of the charity:					
Restricted income funds	19		16,603		31,679
Unrestricted funds	19		6,116,744		6,115,941
Total charity funds	19		<u>6,133,347</u>		<u>6,147,620</u>

Approved by the Trustees on 3rd November 2020 and signed on their behalf by :



.....
Mr Timothy Parr - Vice Chair of Trustees

Company registration No: 01633737

The notes on pages 15 to 25 form part of these financial statements.

Catholic Care (Diocese of Leeds)

Statement of Cash Flows

For the year ended 31 March 2020

	Notes	2020 £	2020 £	2019 £	2019 £
Cash flows from operating activities:					
Net cash used in operating activities	a		242,754		(87,998)
Cash flows from investing activities:					
Dividends and interest from investments		90,562		91,479	
Proceeds from the sale of property, plant and equipment		-		203	
Purchase of property, plant and equipment		(218,042)		(71,214)	
Proceeds from sale of investments		713,482		1,593,880	
Purchase of investments		(764,136)		(3,558,656)	
Net cash provided by investing activities			(178,134)		(1,944,308)
Change in cash and cash equivalents in the year			64,620		(2,032,306)
Cash and cash equivalents at the beginning of the year			145,721		2,178,027
Cash and cash equivalents at the end of the year	b		210,341		145,721

Notes to the statement of cash flows

a Reconciliation of net expenditure to net cash flow from operating activities

	2020 £	2019 £
Net income / (expenditure) for the year	92,076	10,904
Depreciation charges	81,955	79,971
Net movement in deposits	12,165	15,185
Dividends and interest from investments	(90,562)	(91,479)
Loss on the disposal of fixed assets	-	380
Distribution from bank administrators	2,908	969
Decrease / (increase) in debtors	69,105	(55,387)
Increase / (decrease) in creditors	75,107	(48,541)
Net cash used in operating activities	242,754	(87,998)

b Analysis of cash and cash equivalents

	2019 £	2018 £
Cash at bank and in hand	210,341	145,721

The notes on pages 15 to 25 form part of these financial statements.

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements

For the year ended 31 March 2020

1 Charitable status

The Company is a private limited company registered in England and Wales and a registered Charity, number 513063 and is limited by guarantee. In the event of the Charity being wound up, the liability of each member is limited to £1. At 31 March 2020 there were nine members. The address of the registered office is given in the Trustees and advisors section on page one of these financial statements. The financial statements are presented in Sterling (£), which is the functional currency of the Charity, and are rounded to the nearest £.

2 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, modified for the valuation of investments, which are shown at market value. 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 October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Catholic Care (Diocese of Leeds) meets the definition of a public benefit entity under FRS 102.

b) Preparation of the accounts on a going concern basis

Preparation of the accounts is on a going concern basis. The trustees have considered the impact of COVID-19 on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the trustees note the additional income being received by way of Government financial support to local authorities, the provision of free PPE for adult regulated services and the additional grant income which has been secured post year end and are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of COVID-19 and hence there is inherent risk regarding the success and sustainability of these plans. This risk represents an uncertainty which may cast doubt about the charity's ability to continue as a going concern, however the trustees have concluded that the charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis of preparation for the accounts.

c) Income

Income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured readily.

Income from contracts is recognised as services are provided and the Charity becomes legally entitled to the income.

For legacies, entitlement is taken as the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution.

d) Leases

Payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the life of the lease.

e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on raising funds comprise the costs of management of the investment portfolio and the running costs associated with properties not currently occupied by the Charity;
- Expenditure on charitable activities includes the costs associated with activities undertaken to further the purposes of the Charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements For the year ended 31 March 2020 (continued)

2 Accounting policies (continued)

f) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include head office costs, finance, administration and governance costs which support the charities activities. These costs have been allocated to the services within expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

g) Tangible fixed assets

The Charity capitalises all capital items above £250. All fixed assets are held at cost.

(i) *Fixtures, fittings and equipment*

Fixtures, fittings and equipment are depreciated at 25% per annum, on a straight-line basis using the cost less any estimated residual values.

(ii) *Motor vehicles*

Motor vehicles are depreciated at 25% per annum on the reducing balance basis.

(iii) *Freehold & leasehold property*

Freehold & leasehold buildings are depreciated at 2% per annum on a straight-line basis using the cost.

(iv) *Assets under construction*

Assets under construction are not depreciated until they are available for use.

h) Investments

Investments in subsidiaries are stated at cost. Other investments are stated at fair value with changes in fair value being recognised in the Statement of Financial Activities.

i) Financial instruments

All of the charitable company's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, after any discounts. Non-basic financial instruments relate to investments, which are recognised at market value. Realised and unrealised gains and losses are released to the Statement of Financial Activities as they arise.

j) Debtors

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

k) Assets held for sale

Non-current assets and associated liabilities are classified as held for sale when their carrying amount will be recovered principally through a sale transaction rather than continuing use and a sale is highly probable. Assets designated as held for sale are held at the lower of carrying amount at designation and fair value less costs to sell. Depreciation is not charged against property, plant and equipment classified as held for sale.

l) 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.

m) Creditors and provisions

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

n) Pensions

(i) *Defined contribution*

The Charity operates a Group Personal Pension Plan. Contributions paid into this arrangement are charged to the Statement of Financial Activities in the year to which they relate.

Catholic Care (Diocese of Leeds)
Notes to the Financial Statements
For the year ended 31 March 2020 (continued)

2 Accounting policies (continued)

n) Pensions (continued)

(ii) *Defined benefit*

The Charity exited the West Yorkshire Pension Fund, which provides a defined benefit pension scheme for employees, on 31st October 2018 after the retirement of the last active member. The assets of the scheme are held separately from those of the charitable company. For the scheme, the service cost of the pension and the interest on pension scheme liabilities are shown as net expenditure within the Statement of Financial Activities, Income and Expenditure account. Actuarial gains and losses arising in the year from the difference between actual and expected returns on pension scheme assets and pension scheme liabilities and the effects of changes in demographics and financial assumptions are included in the Statement of Financial Activities, Income and Expenditure account. The shortfall in the fund of £281,000 at the exit date has been transferred to other creditors.

o) Fund accounting

Unrestricted: these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated: these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted: these are funds that can only be used for particular restricted purposes imposed by the donor or funder within the objects of the Charity.

3 Key judgements and estimates

Preparation of the financial statements requires the Trustees to make significant judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. These estimates and assumptions are based on historical experience and other factors that are considered to be relevant. The items in the financial statements where these judgements, estimates and assumptions have been made include:

Valuations and useful economic lives of fixed assets

In assessing the carrying value of assets, the Trustees have used their judgement in selecting suitable valuation methods and inputs and in estimating the useful economic lives (UELs) of assets. UELs have been reviewed, with no changes being made.

Provisions

Provisions are recognised at the balance sheet date at the Trustees' best estimate of the expenditure required to settle the present obligation. The carrying amounts of provisions are reviewed annually and adjusted in light of any new information. Details surrounding provisions held at the year end are included in note 18.

Contingent liabilities

In assessing whether there are any contingent liabilities present the Trustees' have used their best estimate to ascertain possible but uncertain obligations and present obligations that are not recognised because they are not more likely than not to occur and / or the amount of the obligation cannot be estimated readily.

4 Donations and legacies

	2020	2019
	£	£
Annual Appeal	27,601	33,537
Good Shepherd	51,930	46,464
Refugee Appeal	2,061	29,931
Donations : for refugee support work	-	5,900
Donations : general	15,209	20,501
Gift Aid	2,500	3,686
Legacies	110,360	84,874
	209,661	224,893

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements For the year ended 31 March 2020 (continued)

5 Analysis of expenditure on charitable activities	Activities undertaken directly £	Support Costs (see note 6) £	2020 Total £	2018 Total £
Learning Disability Service	1,856,690	225,668	2,082,358	1,946,952
Children & Young People's Services	545,737	93,577	639,314	690,306
Mental Health Service	116,545	15,037	131,582	129,962
Post Adoption Service	44,578	6,486	51,064	52,594
Schools Service	539,271	59,684	598,955	624,478
Growing Old Gracefully	3,367	-	3,367	318
Older People's Groups & Outreach	170,664	7,791	178,455	193,353
Gianna Project / Other Community Projects	109,133	16,019	125,152	101,853
Refugee Support	28,839	2,033	30,872	20,410
Embrace Project	301	-	301	32,750
Governance (see note 6)	-	115,249	115,249	166,582
	<u>3,415,125</u>	<u>541,544</u>	<u>3,956,669</u>	<u>3,959,558</u>

6 Analysis of governance and support costs

The Charity initially identifies the costs of its support functions, which represent central administration costs. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the charitable activities undertaken as shown below.

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	-	15,300	15,300	Governance
Legal fees	-	15,031	15,031	Governance
Other professional fees	-	20,412	20,412	Governance
General office	46,224	6,822	53,046	Allocated on total staff costs
Office salaries, wages and related costs	242,611	38,558	281,169	Allocated on total staff costs
Service manager salaries, wages and related costs	117,389	-	117,389	Allocated on time
Head office property costs	20,071	19,126	39,197	Allocated on head office occupancy
	<u>426,295</u>	<u>115,249</u>	<u>541,544</u>	

7 Net expenditure for the year

	2020 £	2019 £
This is stated after charging:		
Operating leases - equipment	2,786	2,451
Operating leases - motor vehicles	4,457	4,457
Depreciation	81,955	79,971
Auditor's remuneration:		
For the provision of audit services to the charitable company	15,300	15,300

8 Distribution from bank administrators

In early October 2008, the Icelandic bank Kaupthing collapsed and its UK subsidiary Kaupthing Singer & Friedlander Limited (KSF) went into administration. At the time of the administration, Catholic Care had £387,815 on deposit with KSF. In the accounts to 31 March 2009 the trustees made an impairment adjustment of £194,000. In the year to 31 March 2020 an amount of 0.75 pence in the pound was received amounting to £2,908 (2019: 0.25 pence in the pound amounting to £969). The total amount received to 31 March 2020 was £335,442 (86.5p in the pound). The available information is not definitive and further adjustments may need to be made in future years. Administrators currently estimate that total dividends to non-preferential creditors should be in the range of 86.8p to 87.0p in the pound.

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements For the year ended 31 March 2020 (continued)

9 Analysis of staff costs, Trustee remuneration and expenses and the cost of key management personnel

	2020	2019
	£	£
Wages and salaries	2,760,297	2,697,870
Social security costs	216,918	203,909
Pensions	143,624	134,273
	<u>3,120,839</u>	<u>3,036,052</u>

One employee earned more than £60,000 but less than £70,000 per annum in the current year (2019: one employee).

The Charity Trustees were not paid and did not receive any other benefits from employment with the Charity in the year (2019: £nil) neither did they receive payment for professional or other services supplied to the Charity (2019: £nil). No expenses were reimbursed to Trustees during the year (2019: £nil) in respect of out of pocket travel expenses. The Trustees are covered by a third party Charitable Trustee Indemnity insurance, which forms part of the Charity's combined liability insurances.

The key management personnel comprises the Trustees, the Director, the head of finance and the managers of the learning disability, children & young people's and the schools services. The total cost of the key management personnel of the Charity was £297,643 (2019: £281,523).

10 Staff numbers

The average monthly head count during the year was as follows:

	2020	2019
Learning disability service	98	93
Children & young people's services	15	16
Schools service	20	19
Administration	9	8
Mental health service	4	4
Other services	6	6
	<u>152</u>	<u>146</u>

11 Tangible fixed assets

	Assets under construction £	Freehold property and improvements £	Leasehold property and improvements £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost						
At 1 April 2019	40,678	3,651,748	240,000	146,901	38,185	4,117,512
Additions	203,544	-	-	14,498	-	218,042
At 31 March 2020	<u>244,222</u>	<u>3,651,748</u>	<u>240,000</u>	<u>161,399</u>	<u>38,185</u>	<u>4,335,554</u>
Depreciation						
At 1 April 2019	-	304,647	24,000	140,390	32,749	501,786
Charge for the year	-	72,713	4,800	3,083	1,359	81,955
At 31 March 2020	<u>-</u>	<u>377,360</u>	<u>28,800</u>	<u>143,473</u>	<u>34,108</u>	<u>583,741</u>
Net Book Value						
At 31 March 2020	<u>244,222</u>	<u>3,274,388</u>	<u>211,200</u>	<u>17,926</u>	<u>4,077</u>	<u>3,751,813</u>
At 31 March 2019	40,678	3,347,101	216,000	6,511	5,436	3,615,726

The Diocese of Leeds has a contractual right to £600,000 of the value of assets relating to property at 29 & 31 Moor Road, Headingley. This property is included within freehold property and improvements.

Catholic Care (Diocese of Leeds)
Notes to the Financial Statements
For the year ended 31 March 2020 (continued)

12 Investments

	2020 £	2019 £
Balance at beginning of year	3,112,121	1,141,283
Additions	764,136	3,558,656
Disposals	(713,482)	(1,593,880)
Net movement in deposits	(12,165)	(15,185)
Net investment (losses) / gains	<u>(109,257)</u>	<u>21,247</u>
Balance at end of year	<u><u>3,041,353</u></u>	<u><u>3,112,121</u></u>

Investments are listed on a recognised stock exchange or are held in units of common investment funds where the values are calculated by reference to investments quoted on a recognised stock exchange.

At the year end no investment amounts to more than 13% of the portfolio value (2019: 10%).

Two fund investments held at the year end were greater than 5% (2019: 3); ASI Strategic Investment Allocation Fund (13.0%), Vanguard Investments UK Ltd US Equity Index (7.4%)

	Market Value 2020 £	Market Value 2019 £
UK equities	1,377,341	1,244,043
Overseas equities	1,087,282	1,279,164
UK government bonds	109,704	150,515
Company bonds	375,852	338,255
Cash Funds	<u>91,173</u>	<u>100,144</u>
	<u><u>3,041,352</u></u>	<u><u>3,112,121</u></u>
Historical cost at end of year	<u><u>2,998,813</u></u>	<u><u>2,934,231</u></u>

In February 2014 the Charity established a wholly owned trading subsidiary, Catholic Care (Diocese of Leeds) Enterprises CIC. The subsidiary has not traded from incorporation and was formally dissolved on 10 March 2020, thus no consolidation is required.

13 Debtors

	2020 £	2019 £
Trade debtors	229,751	315,116
Prepayments and accrued income	182,687	167,490
Sundry debtors	<u>2,947</u>	<u>1,884</u>
	<u><u>415,385</u></u>	<u><u>484,490</u></u>

14 Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	25,312	25,398
Accruals	156,464	150,172
Deferred income (see note 15)	79,105	24,598
Other taxation	54,667	45,755
Other creditors	<u>369,997</u>	<u>364,515</u>
	<u><u>685,545</u></u>	<u><u>610,438</u></u>

Catholic Care (Diocese of Leeds)
Notes to the Financial Statements
For the year ended 31 March 2020 (continued)

15 Deferred income

	£
Balance as at 1 April 2019	24,598
Amount released to income earned from charitable activities	(24,598)
Amount deferred in year	79,105
Balance as at 31 March 2020	<u>79,105</u>

Deferred income comprises monies received in advance for social care and from grants, for which the income is spread over the period of the grant.

16 Financial instruments

	2020 £	2019 £
Financial assets		
Financial assets measured at fair value through income and expenditure account	3,041,353	5,082,959
Financial assets measured at amortised cost	<u>443,039</u>	<u>462,721</u>
	<u>3,484,392</u>	<u>5,545,680</u>
Financial liabilities		
Financial liabilities measured at amortised cost	<u>551,773</u>	<u>540,085</u>
	<u>551,773</u>	<u>540,085</u>

Financial assets measured at fair value through income and expenditure comprise investments.

Financial assets measured at amortised cost comprise cash and cash equivalents, trade and other debtors.

Financial liabilities measured at amortised cost comprise trade and other creditors and accruals.

17 Provisions

	Property provision £
Cost at 1 April 2019 and 31 March 2020	<u>600,000</u>
Property provision	

The Diocese of Leeds has a contractual right to £600,000 of the value of assets relating to property at 29 & 31 Moor Road, Headingley. Provision has been made in full to reflect this contractual right, which is due to be satisfied by a transfer of property assets. The dates of the transfer of assets are uncertain, but are currently anticipated to be between 2021 and 2022.

18 Pension commitments

The Charity operates a Group Personal Pension Plan on behalf of all employees who wish to join. The Royal London Mutual Insurance Society Limited administer the plan, the assets of which are held separately from those of the Charity. Contributions for the year ended 31 March 2020 were £143,624 (2019: £131,714). Contributions of £21,269 were payable at 31 March 2020 (2019: £21,086).

In addition, Catholic Care (Diocese of Leeds) was an admitted body to the West Yorkshire Pension Fund during the prior year, which is a defined benefit scheme, for the benefit of certain employees. Benefits are based upon final pensionable pay. Pension contributions are charged to the Income and Expenditure account so as to spread the cost over the employees' working lives with the company. The total current service cost was £nil (2019: £2,000), the total past service credit was £nil (2019: £nil), the total curtailment cost was £nil (2019: £nil) and the total settlement credit was £nil (2019: £nil). The actual employer contributions paid during the year were £nil (2019: £2,559). The Charity ceased its participation of the scheme on 31st October 2018, due to the retirement of the last active member. The shortfall at the exit date of £281,000 is included within other creditors at the year end.

Catholic Care (Diocese of Leeds)
Notes to the Financial Statements
For the year ended 31 March 2020 (continued)

18 Pension commitments (continued)

Amounts recognised in the income and expenditure account:	2020	2019
	£	£
Operating cost:		
Current service cost	-	2,000
Financing cost:		
Interest on net defined liability	-	-
Pension expense recognised in income and expenditure	<u>-</u>	<u>2,000</u>

Amounts recognised in other comprehensive income:	2020	2019
	£	£
Asset gains / (losses) arising during the period	-	16,000
Liability losses arising during the period	<u>-</u>	<u>(96,000)</u>
Total amount recognised in other comprehensive income	<u>-</u>	<u>(80,000)</u>

Changes in the present value of the defined benefit obligation are as follows:	2020	2019
	£	£
Opening defined benefit obligation	-	1,063,000
Current service cost	-	2,000
Interest cost	-	13,000
Contributions by scheme participants	-	-
Actuarial losses	-	96,000
Benefits paid	-	(42,000)
Settlement of obligation - transferred to other creditors	<u>-</u>	<u>(1,132,000)</u>
Closing defined benefit obligation	<u>-</u>	<u>-</u>

Changes in the fair value of scheme assets are as follows:	2020	2019
	£	£
Opening fair value of scheme assets	-	862,000
Expected return on assets	-	13,000
Actuarial gains on assets	-	16,000
Contributions by employer	-	2,000
Contributions by scheme participants	-	-
Benefits paid	-	(42,000)
Settlement of obligation - transferred to other creditors	<u>-</u>	<u>(851,000)</u>
Closing fair value of scheme liabilities	<u>-</u>	<u>-</u>

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements For the year ended 31 March 2020 (continued)

19 Funds

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 March 2020 £
Restricted Funds						
Amenity funds	993	-	-	-	-	993
Diocesan Refugee Support Project	30,686	2,061	(21,807)	-	-	10,940
Refugee Community Sponsorship Fund	-	9,000	(4,330)	-	-	4,670
<i>Total Restricted Funds</i>	31,679	11,061	(26,137)	-	-	16,603
Unrestricted Funds						
Designated funds:						
Property	3,603,779	203,544	(77,513)	-	-	3,729,810
General funds	2,512,162	3,937,207	(3,956,086)	-	(106,349)	2,386,934
<i>Total Unrestricted Funds</i>	6,115,941	4,140,751	(4,033,599)	-	(106,349)	6,116,744
	<u>6,147,620</u>	<u>4,151,812</u>	<u>(4,059,736)</u>	<u>-</u>	<u>(106,349)</u>	<u>6,133,347</u>

Restricted Funds

Amenity Funds

These are donated funds for specific uses in the Learning Disability and the Children & Young People's Services.

Diocesan Refugee Support Project Fund

These are funds donated by parishes throughout the Diocese to be applied specifically for the Diocesan Refugee Support Project.

Refugee Community Sponsorship Fund

These are donations provided specifically for funding the role of Community Sponsorship Co-ordinator with Catholic Care to provide support to local parish groups welcoming refugee families into their community.

Designated Funds

Property Fund

This fund represents the depreciated value of the functional properties which can not be disposed of without limiting the scope of the Charity's activities.

20 Analysis of net assets between funds

	Fixed Assets £	Investments £	Net Current Assets £	Long term Liabilities £	Total £
Restricted funds	-	-	16,603	-	16,603
Unrestricted funds:					
Designated funds	3,729,810	-	-	-	3,729,810
General funds	22,003	3,041,353	(76,422)	(600,000)	2,386,934
	<u>3,751,813</u>	<u>3,041,353</u>	<u>(59,819)</u>	<u>(600,000)</u>	<u>6,133,347</u>

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements For the year ended 31 March 2020 (continued)

21 Commitments under operating leases

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2020	2019
	£	£
Within 1 year	7,243	6,908
Between 2 and 5 years	4,113	7,853
	<u>11,356</u>	<u>14,761</u>

22 Capital commitments

There were capital commitments of £1,256,321 in relation to a building contract at one of the former residential home properties at 31 March 2020 (2019: £nil)

23 Related party transactions

Unrestricted donations totalling £100 have been received from one trustee during the year, there were no other related party transactions during the year (2019: £nil).

Catholic Care (Diocese of Leeds)

Notes to the Financial Statements For the year ended 31 March 2020 (continued)

24 Statement of financial activities comparative note

	2020 Total Funds £	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total Funds £
Income:				
Income from donations and legacies	209,661	189,062	35,831	224,893
<i>Income from charitable activities:</i>				
Learning Disability Service	2,360,392	2,194,145	50	2,194,195
Children & Young People's Services	729,750	729,344	-	729,344
Mental Health Service	124,824	119,309	-	119,309
Post Adoption Service	-	7,352	-	7,352
Schools Service	487,205	494,767	-	494,767
Older People's Groups & Outreach	113,100	167,459	-	167,459
Gianna Project / Other Community Projects	25,878	19,093	-	19,093
Refugee Support	9,000	-	-	-
Embrace Project	-	20,372	-	20,372
<i>Income from other trading activities:</i>				
Christmas card sales	1,440	2,018	-	2,018
Investment income	90,562	91,479	-	91,479
Total Income	4,151,812	4,034,400	35,881	4,070,281
Expenditure:				
<i>Expenditure on raising funds:</i>				
Investment management costs	23,688	19,183	-	19,183
Rental property	79,379	80,636	-	80,636
<i>Expenditure on charitable activities:</i>				
Learning Disability Service	2,082,358	1,946,952	-	1,946,952
Children & Young People's Services	639,314	690,306	-	690,306
Mental Health Service	131,582	129,962	-	129,962
Post Adoption Service	51,064	52,594	-	52,594
Schools Service	598,955	624,478	-	624,478
Growing Old Gracefully	3,367	318	-	318
Older People's Groups & Outreach	178,455	193,353	-	193,353
Gianna Project	125,152	101,853	-	101,853
Diocesan Refugee Support Project	30,872	1,117	19,293	20,410
Embrace Project	301	32,750	-	32,750
Governance	115,249	166,582	-	166,582
Total expenditure	4,059,736	4,040,084	19,293	4,059,377
Net expenditure	92,076	(5,684)	16,588	10,904
Distribution from bank administrators	2,908	969	-	969
(Losses) / Gains on investments	(109,257)	21,247	-	21,247
Actuarial losses on defined benefit pension schemes	-	(80,000)	-	(80,000)
Net Movement in Funds	(14,273)	(63,468)	16,588	(46,880)
Reconciliation of funds:				
Total funds brought forward	6,147,620	6,179,409	15,091	6,194,500
Total funds carried forward	6,133,347	6,115,941	31,679	6,147,620