

Charity registration number 1071424

Company registration number 02591631 (England and Wales)

**CARTREF NI LTD**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 25 MARCH 2023**



# CARTREF NI LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Mrs P Bochenski  
Mrs A Brebner  
Mr M Roberts  
Mrs J Brown  
Mr G Coates  
Mrs V Hawker

**Secretary**

Mrs A Brebner

**Charity number**

1071424

**Company number**

02591631

**Principal address  
and registered office**

Goleufan  
27 Chester Street  
St Asaph  
Denbighshire  
LL17 0RE

**Auditor**

Harold Smith Accountants  
Unit 32, Llys Edmund Prys  
St Asaph Business Park  
St Asaph  
LL17 0JA

**Bankers**

National Westminster Bank Plc  
35 Vale Street  
Denbigh  
Denbighshire  
LL16 3AN

Santander  
2 Triton Square  
Regents Place  
London  
NW1 3AN

Scottish Widows Bank PLC  
PO Box 12757  
67 Morrison Street  
Edinburgh  
EH3 8YJ

Nationwide  
P O Box 3  
5-11 St Georges Street  
Douglas  
Isle of Man  
IM99 1AS

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# **CARTREF NI LTD**

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# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 25 MARCH 2023**

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The trustees present their annual report and financial statements for the year ended 25 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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).

### **Objectives and activities**

Cartref Ni continues to pursue its main objective to provide superior, trusted, person centered support to vulnerable adults living in their own homes. In 2022/23 the following were identified as its vision and purpose.

#### Vision

Cartref Ni's vision is for adults with disabilities to live the life they choose, achieving the outcomes that matter to them and be as independent as possible.

#### Purpose

Cartref Ni's purpose is to provide the highest quality, person centered support to adults with disabilities to live the life they choose, achieving the outcomes that matter to them and be as independent as possible, ensuring they are supported with dignity and respect at all times.

Cartref Ni's Strategic priorities are to ensure:

Continual improvement in the quality of the service it delivers.

That we provide support to people by people that know them.

Investment in the training and development of its staff.

Employment of staff who are committed to its core values.

Continued financial viability.

People we support feel safe, happy and fulfilled.

Staff feel included, valued and supported.

Families trust us to provide a first-class service.

All stakeholders hold us in high esteem.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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### Public Benefit

The trustees confirm that they have had regard to the Charity Commission's guidance on the public benefit requirement under the Charities Act 2011.

Our activities this year once again focused on continuing to develop the health, wellbeing and social opportunities of the people we support. We continued to operate and develop the range of social events which we offer to all of the people we support which included coffee mornings, craft sessions, competitions, a summer barbeque and a Christmas party. These were greatly enjoyed by the people attending and they are not only enjoyed and benefited from the actual activities, but also from the opportunity to socialise and communicate with a wider group of people. Added benefit from the social events can be seen and heard from the staff teams who find them a useful forum for sharing experiences and ideas as well as being a peer support opportunity.

During the year we produced and distributed the latest issue of our newsletter. This is issued to the people we support, family members, staff and other stakeholders. It was pleasing to find that this was a bumper volume of the newsletter as we were able to include updates on the increasing volume of activities that everyone was able to undertake as we moved beyond the restrictions imposed by the pandemic.

We employ over 140 staff who benefit from good working terms and conditions and training and development opportunities. Over 65% of our relevant staff have attained a level 3 NVQ or higher, which affords them not only personal development, but enhances their opportunities should they wish to take on other roles in Cartref Ni or other organisations.

Additional beneficiaries of the services we provide include families, friends and carers who have shown tremendous confidence in the service we deliver as evidenced in CIW inspection reports. Families are included as fully as possible in decisions relating to the people we support. We strive to enable the people we support, and/or family members to be active participants in the recruitment process for new staff and managers, and we also invite family members to social events, which not only provides a pleasant social event, but can be a form of family-to-family support.

We continue to make charitable donations within our local community including a local support group and for hospice and hospital funding materials.

We remain to be registered as a "Safe Place", a scheme supporting vulnerable members of the public to know where they can go if they have difficulties.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### Activities

Cartref Ni currently operates in three local authority areas, Denbighshire, Flintshire and Conwy

At the end of March 2023, we supported 64 individuals. Virtually all the people we support live in supported living arrangements and hold individual tenancies. The people we support live in a wide range of differing situations, some in single tenancy houses/bungalows, some other people are in shared living arrangements. We presently support people in twenty four different houses and one individual in their own family home. Three of the buildings described as houses actually comprise up to seven self-contained flats. Supported living enables individuals to live a full and active life as true citizens of their local community.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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Examples of outcomes that have been achieved are:

TC took part in the garden competition and planted up window boxes and tubs. She has started doing a little more in the kitchen making leek and potato soup and her own stuffing at Christmas.

JE has joined a Makaton Choir and participated on stage in Conwy Connect's Got Talent. JE has enjoyed trips away to the Royal Welsh Show, Disney On Ice, Harry Potter in London as well as holidaying in Blackpool.

Whilst JL hadn't been on holiday abroad for 3 years, he went on holiday to Gran Canaria where he enjoyed some well deserved sunshine and holiday fun.

LH attended a family wedding and also a couple of concerts at Eirias Park in the summer.

JL attended the Victorian Extravaganza and went to various places for walks eg Llyn Brenig.

HR enjoys weekly music sessions and participates in the song and dance. She has maintained contact with her sister and this is important for both of them.

OJ settled well into her new home and soon established one of her favourite pastimes was to go out and have a cup of tea and slice of cake which she did regularly with her housemates to the Tweedmill.

DR has settled well into his flat and has learnt about managing his finances and budgeting whilst having his own home. He has been to see Bon Jovi and Robbie Williams in concert over the last 12 months.

GE took part in a garden competition and had some assistance and guidance from his neighbour which was positive.

LJ returned to day services and increased to 4 days per week. LJ went on a couple of holidays, where he tried his hand at Archery and also won a Boccia competition whilst away with his friends from Gateway.

DC has enjoyed two trips to Blackpool, enjoying the Pleasure Beach and carriage rides along the golden mile.

PF has been on holiday a couple of times this year, she went to Hafan Y Mor and then Blackpool.

SM has generously donated two of his paintings; one to a local cafe where he likes to go to enjoy a hot chocolate and chat with the regulars. The other to Cartref Ni office where it has prominent position in the hallway.

As SG's anxieties with covid lessen, she has started to go back to Bingo, SG has also started dusting her bedroom herself each week, with minimal support which has increased her independence.

FR has started going circuit training one day a week in addition to attending the gym which she enjoys. FR now goes to work at 'Kit out the Kids' one day a week.

SC moved into her first home in June 2022. SC has enjoyed starting new work opportunities and exploring her local community. She has joined her local library and enjoyed completing the summer reading challenge.

SR participated in the Cartref Ni garden competition, helping to make and decorate ornaments for their new garden. SR went to watch an Abba tribute band in the theatre which she loved.

MF has enjoyed increasing his weekly activities and attending Horse and Carriage, dance group, sensory and music sessions. MF met up with friends in the Tower Ballroom whilst holidaying in Blackpool.

RG has been supported to reduce his days at work placements to 2 days a week, which seems to be having a positive effect on his wellbeing.

AJ was 70 just prior to Christmas and enjoyed the special celebrations. He also enjoyed participating in the Cartref Ni Garden Competition and, along with his co-tenants, was a winner.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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TW has continued with his Keep Fit and Martial Arts where he remains a valued member of the Deeside club. He enrolled on a Work Based Employment Course in September 2022 and this has been a great success.

GD has been supported to maintain his health having overcome some periods of being unwell. GD continues to enjoy accessing the Zoo and has also been to watch a number of shows at local theatres.

DR enjoyed a week away in Shropshire, stayed in a lovely cottage and made good use of the hot tub and activities in the surrounding area including horse riding, river boat trip and farm excursion to feed the goats..

LM has continued her development and independence and is now confident to stay at home whilst by herself. The highlight for the year has to be her engagement party in September which she arranged with her fiancé and support from staff.

TT has worked with staff to learn about managing her own finances which continues to be a work in progress. TT received limited support hours from Cartref Ni staff, but has built strong trusting relationships with them.

RK completed another challenge to raise money for Cerebral Palsy, completing 300 thousand steps in October with the support of his team.

IR enjoyed a 2 month trip to America to visit family and make plans for his sister's wedding.

HW went on the first holiday he'd had for a number of years. He thoroughly enjoyed taking part in activities such as rifle shooting and enjoying the evening entertainment.

KC moved into her new home in April of 2022 where she has been supported to adapt to moving from a family home. She has been supported to visit her Aunt in Liverpool and visits her mum on a regular basis.

PL enjoyed a short break to Blackpool where he experienced a magic show, cabaret, tram rides and a few nice meals out. He has also enjoyed getting back to some of his regular activities such as busy buddies, day trips to the Llyn Peninsula and attending cinema regularly.

MH celebrated his 50th birthday in July. He went away for the weekend to an Elvis tribute weekend. He also went on a driving experience..

GW went on a zookeeper experience day. He continues to enjoy his activities such as horse riding, visiting the zoo, and long walks.

MR and his team have worked extremely well to ensure he has been able to maintain his usual activities with the increasing cost of living. He still enjoys his weekly cycling, swimming, trampolining and visits to his local public house. He visited National Trust sites in Anglesey and Chirk.

JH has been on a couple of holidays this year, he has been to Hafan Y Mor, Blackpool and also Harry Potter world. JH was pleased to have bought a new sofa for his living room.

For his birthday, PJ was supported to go by train to Chester. PJ loves trains and it was his first trip for 3 years. After having lunch out, a walk along the river and shopping, PJ said he wanted to go again.

AT has been supported to use her tablet more independently and now video calls her family regularly.

JW moved into her first home in September 2022. She's settled in really well and has started to access events and groups within her local community such as Art Club, Gateway and going to work at Popt.

A highlight is LD's development in the workplace where she has accessed a programme aimed at acquiring Open Employment. LD has strived for this to be a success culminating in her currently working in a school as a Canteen Assistant and is currently applying for full time employment in preparation for when the course ends.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

### **FOR THE YEAR ENDED 25 MARCH 2023**

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NJ has maintained attendance at Hwb Dyffryn twice weekly. She had a holiday to Blackpool which was enjoyed and is indeed planning again for Spring.

JS loves Harry Potter and visited The Harry Potter Experience in November. He has also started to play Boccia on a weekly basis.

LG has settled well into her new home since moving in May 2022. She enjoyed participating in the Cartref Ni garden competition, in which they were a winner.

SG enjoyed a holiday to Blackpool in November where he attended a football match between Blackpool and Birmingham City. He keeps regular contact with his family and sees them at least weekly.

AW has returned to going swimming on a regular basis, after advice was sought from a physiotherapist on the best way to support her in the water. This is working well, and she enjoys this activity.

DB has maintained her weight loss and continues to plan her meals and shopping on a weekly basis.

CC completed a few months on a construction site course. He has increased his independence and is able to get public transport independently and does his own food shopping.

CE has attended football matches at Wrexham and at Anfield to watch Liverpool and Man United. Additional 1:1 support has enabled CE to do things he enjoys and has been to the theatre a couple of times and attended a number of social events.

MD has aromatherapy sessions at her home twice a month which she finds really relaxing and loves the essential oils they use because of how good they smell.

With support CS organised her 50th Birthday Party which a lot of her family and friends attended. She really enjoyed her evening and had over 70 birthday cards which were proudly displayed around her home for the next month or so.

With the risk of the impact of Covid reducing for DH, his opportunity to interact within his local community has increased.

CH went on her first holiday for many years, which she was supported in booking for herself.

SD enjoyed going on a horse drawn canal boat trip in Llangollen. For her birthday she had a visit from Sparkles the pony to her home.

JD restarted cycling and enjoys regular rides along the sea front in Rhyl. JD has been working at the Hwb cafe and also started working as a kitchen porter at a hotel in Llandudno.

MH has been supported on a surprise trip away to Blackpool which he thoroughly enjoyed. He started going to a social event every Tuesday where he has made new friends and built new relationships. He recently tried his hand at rock climbing which is something he now wishes to do on a more regular basis.

ET remains independent but has further developed her domestic and personal skills. She enjoyed a holiday with her family.

Whilst DJ is a very independent gentleman, he has built up good relationships with those that support him, and with his neighbours.

RB enjoyed a break to Liverpool in December 2022 to see the Christmas markets and ride the Liverpool eye. RB continues to enjoy attending skiing at Chill Factor in Manchester on a monthly basis.

Whilst VD has continued to have health issues the last 12 months, when feeling well enough she has enjoyed having more face-to-face activities rather than over Zoom.

CG enjoyed attending a few social events, including summer barbeque, live bands, Christmas parties and going to see a pantomime.



# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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AO has a passion for funfairs and enjoyed a weekend away at Alton Towers at a time that best suited him.

MW attends Hwb Cyfle 4 days a week with great enthusiasm and enjoys various outings in his local community which is important to support his wellbeing.

OD has re-established his work at Iceland Food Factory in Deeside and has experienced various placements including Gardening Projects. He has enjoyed holidays in Ireland with his family and travelled to Turkey with his co-tenants. However, his proudest moment was the engagement party he arranged with his fiancé and staff.

AP has begun going to hydrotherapy sessions twice a month, and really enjoys the freedom in the water to relax and stretch her body.

LE has joined a weekly drama group which has been a great success for her. The highlight of the year was going on her dream holiday to America where she visited California and San Francisco.

AW has settled well in his flat. He has enjoyed a few trips this past year with his family, especially when he went to Florida.

DL has been supported to ensure contact with her elderly relative is not lost despite her illness, as this is important to her. They met in Llandudno and maintain regular phone contact.

AA moved into her first home in September 2022. She has settled in really well to her new home and is developing her daily living skills especially with cooking.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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### **Achievements and performance**

2022/23 saw the services we provide return to more normal levels after the COVID pandemic. COVID still affected the organisation with some restrictions still in place and periods of staff absence but less than in previous years. We were able to provide the vast majority of contracted hours.

Financially Cartref Ni continues to be in a strong position as described in the Audited Accounts.

2022 saw the new "houses" in Denbighshire have more people to support having started with just one or two late in 2021/22.

People we support were able to become more adventurous again with their plans, with one person for example going on their "holiday of a lifetime" to America. A gentleman we support also raised over £1,500 for Cerebral Palsy by walking 300,000 steps with the support of his team.

We were pleased that again a member of our staff won a Wales Care Award with Ruth Wellum winning Silver at the Awards Ceremony in Cardiff in October 2022.

In January 2023, as part of Flintshire's monitoring procedures, they visited our offices and carried out a number of visits to those we support. We were pleased to have received a very positive Monitoring Report which summarised as saying "This provider delivers high-quality person-centered support and has done consistently for a number of years. Feedback from all stakeholders demonstrates the positive working relationship between the management and its care staff team, reflecting a joined-up approach. The provider is pro-active and looks to include the people they support at every opportunity giving a sense of inclusion within the wider service".

We were pleased to have offered another internal promotion opportunity, whereby one of our Support Workers was successful in her application for the post of Assistant Manager.

A garden competition was run again in the summer of 2022, where 17 gardens took part. Everyone who entered made such an effort to improve their garden it was difficult to choose the winners.

We have continued to give opportunities for staff to enhance their qualifications, and achieve the relevant Awards.

- \* Principles and Values Award = 3
- \* All Wales Induction Framework Programme = 13
- \* Core qualification at Level 2 = 4
- \* Level 2 Health & Social Care Diploma = 1
- \* Level 3 Health & Social Care Diploma = 2

The board would like to pass on our thanks to all staff for their part in the achievements of Cartref Ni.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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### Quality Assurance

Cartref Ni strives to provide high quality services to the people it supports, We use a variety of routes to measure our success or not. These include regular individual and house meetings with the people we support, to provide opportunities for them to communicate their feelings and wishes on the support they receive.

Quality monitoring visits have increased significantly due to the relaxing of Covid rules, and have been carried out by the Chief Executive, Head of Operations, Quality and Compliance Manager as well as a number of Trustees.

The Quality Assurance Manager has continued with Quality Reviews and audit visits were undertaken and the development of action plans, where required, were still undertaken.

Topics are chosen to discuss in team meetings on a monthly basis to enhance knowledge on subject areas and further embed good practice and recognize areas for development. Team meetings are also attended by our Quality Assurance Manager on occasion, as part of our assurance process

The family quality survey has provided excellent feedback, enabling us to continue to develop best practice, and will be continued. The staff satisfaction survey is an ongoing feature of our quality assurance framework, offering staff members a voice in service improvement and the reviewing and development of policy. It is hoped to start the staff conferences again in 2023/24.

Throughout this year we have been pleased at the levels of positive feedback in relation to the way we have continued to provide services from a range of stakeholders including CIW, the families of the people we support, as well as the commissioners from each of the respective local authorities, but most importantly we have received positive feedback on many occasions from several individuals that we support.

A Quality Assurance report with 6 month interim report was produced, pulling together information from a range of sources providing evidence on the quality of services provided, the new Annual Review required for registration with Care Inspectorate Wales having been deferred for 12 months.

Cartref Ni continued to implement an operational management system called Care Control to enable enhanced recording of care and support information.

Our supervision and appraisal policy was reviewed and updated to include a change to the forms used. This enables a consistent approach and an improvement on being able to measure progress. Supervision forms ensured that there was an emphasis on reflective practice.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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### Impact of Covid-19

As previously referenced, there is no doubt that Covid-19 has impacted the whole of the country and every organisation has been affected in some way for the third year. We have at all times followed and acted upon national and local guidance and worked closely with the three local authorities that commission services from us including regular conference video calls. Whilst staff and people we support did get infected by the virus and there were times when it caused significant disruption, Cartref Ni is fortunate that due to the commitment of staff we were able to continue services at all times.

### Impact on the people we support

Whilst some of the people we support did contract COVID none were seriously ill as a result.

Staff continued to work hard with control of infection equipment and procedures to help reduce the risk of any transmission. By the end of the year most day and work services had returned to pre COVID levels with some exceptions

### Impact on Support Staff

Staff continued to adjust to some changes in their rotas and have been very positive showing good flexibility and offering to assist if people we support were to test positive. By the end of the year, most training and supervisions returned to a face to face environment.

### Impact on office staff

By the end of 2022/23 office staff returned to working in the office other than normal arrangements where sometimes it works better to work from home.

### Equipment

We continued to invest where required in technology to assist the response to Covid-19 and PPE has been provided from a combination of our own purchases and also supplies from the Welsh Government through the local authorities.

### Financial Security

Unlike some charities the income for Cartref Ni comes from business activities and not donations. Our contract income is from local authorities. This is secure, and as has already been stated, this work has been required throughout the pandemic and will always be required in the future. As a result, the Trustees do not consider there is any significant risk to Cartref Ni in terms of its ongoing financial viability from Covid-19.

### Summary

Although Covid-19 has and will continue to impact on all individuals and organisations, Cartref Ni has been able to mitigate the impact in many ways and the Trustees are pleased that from both an operational and financial perspective, we have been able to deal with ongoing difficulties that the pandemic continues to bring. By the end of 2022/23 guidance relating to COVID means we deal with it as with other respiratory viruses.

### **Fundraising Activities**

No fundraising activities have taken place in the year as Cartref Ni provides domiciliary care to generate income to meet its objectives.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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### **Financial review**

Cartref Ni continues to offer competitive terms and conditions of employment for its staff, together with extensive training and development opportunities. The financial pressures that are being applied to local authorities are continuing. The local authorities that fund most of the support we provide are constantly seeking efficiencies from us as providers, not only in the charges we make to them, but also in the amount of support hours being provided to individuals. They are seeking out ways of meeting the needs of individuals in what they see as more efficient and less cost ways. This drive for cost reduction is likely to continue from central government for at least the next few years.

Despite this, Cartref Ni's financial position remains strong and our financial out-turn for the year was positive as detailed in the Annual Accounts.

Further increases in the National Living Wage, and the new requirement that all staff within the social care sector are now paid the Real Living Wage, will continue to have significant impacts in each of the next few years.

### **Going Concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

### **Reserves Policy**

Reserves are needed to enable Cartref Ni to continue to operate in the event of fluctuations in levels of income or expenditure arising from the loss of projects and other events. These could include for example short-term delays in funding or unexpected business interruptions. In addition, the trustees note that the significant staffing issues in the social care sector may require us to make further strategic investments in the terms and conditions of our staff within the coming years.

In this context, the trustees consider that the ideal level of free reserves as of the 25th March 2023 would be £1,300,000.

As at the period-end Cartref Ni held free reserves of £1,524,395 on unrestricted funds after allowing for those resources designated for the Fixed Asset Fund and the Lesley Gurney Key Outcomes Fund, the details of which are given in note 16 to the accounts.

Although the level at the year end was in excess of the ideal level, the charity's medium-term plan includes projections for reserves to reduce back to the ideal level. The position will continue to be reviewed on an ongoing basis to ensure that levels held, remain appropriate.

### **Investment Powers and Policy**

The trustees, having regards to the liquidity requirements of operating the charity, have kept available funds in interest-bearing deposit accounts.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 25 MARCH 2023**

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### **Risk Management**

Cartref Ni has a system of operational risk management for people we support and staffing issues.

At a strategic level the position is the same as in previous years. The Trustees have considered the risks to which the charity might be exposed. In general terms it is acknowledged that there will be an ongoing requirement for Quality Domiciliary Care Providers in North Wales. However, in the current economic climate Local Authority finances are under severe scrutiny and their ability to pay for a quality service is under constant review. Cartref Ni will continue to work in partnership with Local Authorities to see if efficiencies can be identified without compromising on quality.

From a contractual perspective Conwy and Denbighshire Local Authorities were both starting retendering processes, but these have been deferred due to Covid-19. However, we continue to plan and respond to these if and when they are restarted. Taking all these factors into account the Trustees have developed an appropriate reserves policy.

Cartref Ni is adamant that despite the risk of losing work, high standards must be maintained, staff must be offered the best possible terms and conditions of employment including comprehensive training and development opportunities. It is hoped that Cartref Ni's excellent reputation for providing high quality social care will see it through these economically challenging times. Its strategy of focusing on achieving and evidencing outcomes for individuals, should help ensure its continued success.

### **Plans for future periods**

The main focus for the Charity is to maintain and improve the highest quality of services for the people we currently support and to continue to provide the best terms and conditions for staff. Recruitment is difficult for all social care services, and we will continue to try existing and new methods to recruit. There are no specific plans to expand the Charity, but we will continue to look at ways to enhance the lives of the people we support.

### **Structure, governance and management**

The charity is a company limited by guarantee and is governed by a memorandum and articles of association..

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs P Bochenski

Mrs A Brebner

Mr M Roberts

Mrs J Norris

(Resigned 28 June 2022)

Mrs J Brown

Mr G Coates

Mrs V Hawker

Trustees are appointed by nomination of other trustees. The procedures for appointing new trustees, including any restrictions on trusteeship, such as maximum number or restrictions are set out in the articles of association.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### **The organisational structure**

The Board of Trustees that meets four times a year, governs the organisation. Any additional meetings are put in place as required. Strategic decisions are made at these meetings and operational issues are reported on. Details on the number of Trustees required to be quorate are in the articles of association.

# **CARTREF NI LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 25 MARCH 2023**

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### **Trustee Induction and Training**

Trustees are encouraged to visit the individuals the Charity supports and its employees, to gain a better understanding of the work we do. The CEO provides a quarterly report on key issues and developments and the Trustees provide strategic guidance; always ensuring that the work undertaken or proposed is in line with the objectives of the Charity. All new Trustees are mentored by a more experienced member of the Board and have opportunities to meet staff and supported individuals either in supported living settings or at a variety of Cartref Ni social functions held throughout the year.

### **Pay Policy for Senior Staff**

The trustees consider the key management personnel of the company in charge of directing, controlling, running and operating the Charity on a day to day basis, comprise the board of trustees, who are also directors for the purposes of company law, and the senior management team. All trustees give their time freely and no Trustee received remuneration in the year.

The pay of the senior staff is reviewed each year as part of the company annual staff remuneration review.

### **Auditor**

Harold Smith were appointed as auditor to the company.

The trustees' report was approved by the Board of Trustees.



Mrs P Bochenski

Trustee

Date: 26-07-23

# **CARTREF NI LTD**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 25 MARCH 2023***

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The trustees, who are also the directors of Cartref Ni Ltd for the purpose 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that 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 SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



# CARTREF NI LTD

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF CARTREF NI LTD

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### Opinion

We have audited the financial statements of Cartref Ni Ltd (the 'charity') for the year ended 25 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including 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 25 March 2023 and of its incoming resources and application of resources, 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 charity 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

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 charity'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.

### 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 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.

# CARTREF NI LTD

## INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF CARTREF NI LTD

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### 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
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://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 charity'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 charity's trustees those matters we are required to state to them in an auditors' 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*S. Murray-Williams*

Simon Murray-Williams BA FCA (Senior Statutory Auditor)  
for and on behalf of Harold Smith

28.7.13

Chartered Accountants  
Statutory Auditor

Unit 32, Llys Edmund Prys  
St Asaph Business Park  
St Asaph  
LL17 0JA

# **CARTREF NI LTD**

## **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF CARTREF NI LTD**

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Harold Smith is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# CARTREF NI LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 25 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b><u>Income from:</u></b>							
Grants Receivable	3	178	297,174	297,352	81,235	157,878	239,113
Charitable activities	4	4,555,993	-	4,555,993	3,902,903	-	3,902,903
Investment income	5	4,390	-	4,390	904	-	904
<b>Total income</b>		<b>4,560,561</b>	<b>297,174</b>	<b>4,857,735</b>	<b>3,985,042</b>	<b>157,878</b>	<b>4,142,920</b>
<b><u>Expenditure on:</u></b>							
Analysis of support costs	6	4,396,651	297,174	4,693,825	3,820,666	157,878	3,978,544
<b>Total charitable expenditure</b>		<b>4,396,651</b>	<b>297,174</b>	<b>4,693,825</b>	<b>3,820,666</b>	<b>157,878</b>	<b>3,978,544</b>
<b>Net income for the year/ Net movement in funds</b>		<b>163,910</b>	<b>-</b>	<b>163,910</b>	<b>164,376</b>	<b>-</b>	<b>164,376</b>
<b>Total funds brought forward</b>		<b>1,888,917</b>	<b>-</b>	<b>1,888,917</b>	<b>1,724,541</b>	<b>-</b>	<b>1,724,541</b>
<b>Total funds carried forward</b>		<b>2,052,827</b>	<b>-</b>	<b>2,052,827</b>	<b>1,888,917</b>	<b>-</b>	<b>1,888,917</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# CARTREF NI LTD

## BALANCE SHEET

AS AT 25 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	11		450,930		460,722
<b>Current assets</b>					
Debtors	12	317,951		510,376	
Cash at bank and in hand		1,953,862		1,391,486	
		<u>2,271,813</u>		<u>1,901,862</u>	
<b>Creditors: amounts falling due within one year</b>	13	(668,466)		(472,451)	
Net current assets			<u>1,603,347</u>		<u>1,429,411</u>
<b>Total assets less current liabilities</b>			<u>2,054,277</u>		<u>1,890,133</u>
<b>Provisions for liabilities</b>	14		(1,450)		(1,216)
<b>Net assets</b>			<u>2,052,827</u>		<u>1,888,917</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Designated funds	16	528,432		539,604	
General unrestricted funds		<u>1,524,395</u>		<u>1,349,313</u>	
			<u>2,052,827</u>		<u>1,888,917</u>
			<u>2,052,827</u>		<u>1,888,917</u>

# **CARTREF NI LTD**

## **BALANCE SHEET (CONTINUED)**

**AS AT 25 MARCH 2023**

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 25 March 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 26<sup>th</sup> July 2023

P. Bochenski

Mrs P Bochenski  
Trustee

Company registration number 02591631

# CARTREF NI LTD

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 25 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	18		565,149		154,146
<b>Investing activities</b>					
Purchase of tangible fixed assets		(7,163)		(9,303)	
Proceeds on disposal of tangible fixed assets		-		540	
Investment income received		4,390		904	
<b>Net cash used in investing activities</b>			(2,773)		(7,859)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			562,376		146,287
Cash and cash equivalents at beginning of year			1,391,486		1,245,199
<b>Cash and cash equivalents at end of year</b>			1,953,862		1,391,486

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 25 MARCH 2023

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### 1 Accounting policies

#### Charity information

Cartref Ni Ltd is a public benefit entity and a private company limited by guarantee incorporated in England and Wales. The registered office is Goleufan, 27 Chester Street, St Asaph, Denbighshire, LL17 0RE.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds are unrestricted funds earmarked by the trustees for a particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.



# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 25 MARCH 2023

#### 1 Accounting policies

(Continued)

##### 1.5 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 are allocated on the portion of the asset's use.

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold property	2% straight line
Fixtures and fittings	25% straight line
Equipment	20% to 25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

##### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

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### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

The cost of providing benefits under defined benefit plans is determined separately for each plan using the projected unit credit method, and is based on actuarial advice.

The change in the net defined benefit liability arising from employee service during the year is recognised as an employee cost. The cost of plan introductions, benefit changes, settlements and curtailments are recognised as incurred.

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 25 MARCH 2023

#### 1 Accounting policies

(Continued)

The net interest element is determined by multiplying the net defined benefit liability by the discount rate, taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments. The net interest is recognised in income/(expenditure) for the year.

Remeasurement changes comprise actuarial gains and losses, the effect of the asset ceiling and the return on the net defined benefit liability excluding amounts included in net interest. These are recognised immediately in other recognised gains and losses in the period in which they occur and are not reclassified to income/(expenditure) in subsequent periods.

The net defined benefit pension asset or liability in the balance sheet comprises the total for each plan of the present value of the defined benefit obligation (using a discount rate based on high quality corporate bonds), less the fair value of plan assets out of which the obligations are to be settled directly. Fair value is based on market price information, and in the case of quoted securities is the published bid price. The value of a net pension benefit asset is limited to the amount that may be recovered either through reduced contributions or agreed refunds from the scheme.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Grants Receivable

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	178	-	178	64	-	64
Grants receivable	-	297,174	297,174	81,171	157,878	239,049
	<u>178</u>	<u>297,174</u>	<u>297,352</u>	<u>81,235</u>	<u>157,878</u>	<u>239,113</u>

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 25 MARCH 2023

### 3 Grants Receivable

(Continued)

#### Grants receivable for core activities

Welsh Government Covid Staff Award	-	252,979	252,979	-	102,165	102,165
Government Covid Wage Cost Grants	-	35,802	35,802	-	55,713	55,713
Covid Hardship Fund Grant	-	-	-	73,822	-	73,822
Other	-	8,393	8,393	7,349	-	7,349
	-	297,174	297,174	81,171	157,878	239,049

During this year the company received the following exceptional Covid-19 Government Grant assistance as follows:

#### Welsh Government Covid Staff Award Grant

This relates to a grant received from the Welsh Government to fund a bonus to front line staff in recognition of their exceptional contribution and performance during the coronavirus pandemic.

#### Government Covid Wage Cost Grants

This relates to Government funding received in respect of wage costs of staff who were unable to work while being on furlough, shielding or self-isolation as a result of the coronavirus pandemic.

#### Covid-19 Hardship Fund Grant

This relates to Local Authority additional funding which was made available as a result of Welsh Government awards to support provider cost pressures arising as a result of the Covid-19 pandemic.

#### Other Grants

This relates to funding received in respect of staff recruitment and website development.

### 4 Charitable activities

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Income from the provision of domiciliary care	4,555,993	3,902,903

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

### 5 Investment income

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Bank interest receivable	4,390	904

### 6

	Analysis of support costs	Analysis of support costs
	2023	2022
	£	£
Staff costs	304,441	267,967
Depreciation and impairment	16,956	20,274
Provision of domiciliary care	4,260,512	3,564,905
Insurance	12,365	10,029
Travel Expenses	10,202	10,407
Consultancy	5,552	1,140
Premises	7,543	5,372
General office	68,189	89,765
Finance costs	1,579	1,565
	4,687,339	3,971,424
Share of governance costs (see note 7)	6,486	7,120
	4,693,825	3,978,544
<b>Analysis by fund</b>		
Unrestricted funds	4,396,651	3,820,666
Restricted funds	297,174	157,878
	4,693,825	3,978,544

## CARTREF NI LTD

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

#### 7 Support costs

	Support costs £	Governance costs £	2023 £	Support costs £	Governance costs £	2022 £	Basis of allocation
Audit fees	-	4,000	4,000	-	4,000	4,000	Governance
Accountancy	-	2,486	2,486	-	3,120	3,120	Governance
	-	6,486	6,486	-	7,120	7,120	
Analysed between							
Charitable activities	-	6,486	6,486	-	7,120	7,120	

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

### 8 Trustees

No trustee received any remuneration or expenses during the year.

### 9 Employees

The average head count of employees during the period was 143 (2021: 142) The average number of full-time equivalent employees during the period is analysed as follows:

	2023 Number	2022 Number
Charity Services	135	136
Administration	4	4
Management	3	3
	<u>          </u>	<u>          </u>
Total	142	143
	<u>          </u>	<u>          </u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023 Number	2022 Number
£80,000 to £89,999	1	1
	<u>          </u>	<u>          </u>

### 10 Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing, and controlling the activities of the charitable company. The total compensation paid to key management personnel for services provided to the charitable company was £212,224 (2022: £182,294).

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

### 11 Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Equipment £	Total £
<b>Cost</b>				
At 20 March 2022	472,893	36,449	42,436	551,778
Additions	-	2,384	4,779	7,163
Disposals	-	(18,209)	-	(18,209)
At 25 March 2023	472,893	20,624	47,215	540,732
<b>Depreciation and impairment</b>				
At 20 March 2022	30,631	33,012	27,411	91,054
Depreciation charged in the year	7,658	1,774	7,525	16,957
Eliminated in respect of disposals	-	(18,209)	-	(18,209)
At 25 March 2023	38,289	16,577	34,936	89,802
<b>Carrying amount</b>				
At 25 March 2023	434,604	4,047	12,279	450,930
At 19 March 2022	442,261	1,544	16,917	460,722

### 12 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Trade debtors	309,093	484,037
Other debtors	35	16,933
Prepayments and accrued income	8,823	9,406
	317,951	510,376

### 13 Creditors: amounts falling due within one year

	2023 £	2022 £
Social security and other taxes	105,826	67,769
Other creditors	316,467	235,731
Accruals and deferred income	246,173	168,951
	668,466	472,451



# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

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14	Provisions for liabilities	Notes	2023 £	2022 £
	Retirement benefit obligations	15	1,450	1,216
			<u>1,450</u>	<u>1,216</u>

### 15 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £83,138 (2022: £67,382).

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

### 15 Retirement benefit schemes

(Continued)

#### Defined benefit schemes

Cartref Ni Limited became an admitted body to the Clwyd Pension Fund local government pension scheme, as a result of the transfer of employment contracts to Cartref Ni under TUPE regulations following a successful tender of several project. The LGPS is a funded benefit scheme, with assets held in separate trustee-administered funds. The total contributions made for the year ended 25 March 2023 in relation to these members of staff was £17,808 (2022 - £17,254), of which employers contributions totalled £13,545 (2022 - £13,319) and employees contributions totalled £3,863 (2022 - £3,935). The contribution rates are reviewed annually.

During the year, the total amount recognised in income or expenditure as an expense in relation to defined benefit plans was £13,545 (2022 - £13,300). This includes a reversal of the prior year additional contribution of £(400) (2022 - £400).

Cartref Ni Limited expects to contribute £13,545 to the defined benefit pension scheme in 2024.

It was agreed in the transfer agreement with the previous employer that all liabilities to the Clwyd Pension Scheme fund arising in respect of members of staff whose employment had been transferred would remain with the previous employer with the exception of:

- Contributions to the cost of future benefit accrual not exceeding 18.3% of pensionable pay, less the reduction in contributions allowed by any funding surplus, where the actuarial basis of calculation is consistent with the Solvency Funding Target as defined in the Funding Strategy Statement of Clwyd Pension Fund dated march 2017.
- The capital cost (if any) of the unfunded benefit enhancement upon retirement for reasons of redundancy or business efficiency.

Although Cartref Ni Limited remains technically liable to Clwyd Pension Scheme for any liability arising in excess of the amounts detailed above, the transfer agreement states that Cartref Ni Limited will be indemnified by the previous employer for any liabilities in excess of the agreed amounts. While this could result in a liability arising if the previous employer were to default on the obligation, due to the financial standing of the previous employer, the likelihood of such a liability arising is considered to be remote.

Thus, as Cartref Ni Limited has made contributions during the year of 20.6% of pensionable pay and there have not been any retirements for reasons of redundancy or business efficiency, under the terms of the transfer agreement, Cartref Ni Limited has no further obligation to contribute to any liability to the Clwyd Pension Scheme in relation to future benefits relating to the staff members in question and therefore, provision for such liabilities has not been made in these financial statements.

Although provision has not been made in these financial statements the provision that would be needed if the previous employer were to default on its obligations would amount to £2,000 (2022 - £85,000) determined as follows:

	2023	2022
	£	£
Present value of funded benefit obligations	(277,000)	(336,000)
Fair value of plan assets	275,000	233,000
	<u>(2,000)</u>	<u>(103,000)</u>

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

### 15 Retirement benefit schemes

(Continued)

#### Key assumptions

	2023 %	2022 %
Discount rate	4.8	2.8
Expected rate of increase of pensions in payment	2.8	3.4
Expected rate of salary increases	3.95	4.55
Inflation assumption	2.7	3.3

#### Mortality assumptions

The assumed life expectations on retirement at age 65 are:

	2023 Years	2022 Years
Retiring today		
- Males	21.4	22.5
- Females	23.8	24.9
Retiring in 20 years		
- Males	22.9	24
- Females	25.6	26.9

The amounts included in the balance sheet arising from the charity's obligations in respect of defined benefit plans are as follows:

	2023 £	2022 £
Present value of defined benefit obligations	1,450	1,216
Deficit in scheme	1,450	1,216

Movements in the present value of defined benefit obligations:

	2023 £
Liabilities at 20 March 2022	1,216
Other	234

The defined benefit obligations arise from plans which are wholly or partly funded.

Equity instruments	30,000	56,000
Debt instruments	104,000	100,000
Property	17,000	17,000
Cash and cash equivalents	12,000	9,000
Alternatives	112,000	99,000
	275,000	281,000

# CARTREF NI LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 25 MARCH 2023

### 16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 20 March 2021 £	Resources expended £	Transfers £	Balance at 20 March 2022 £	Resources expended £	Transfers £	Balance at 25 March 2023 £
The Lesley Gurney Key Outcome Fund	79,086	(204)	-	78,882	(1,380)	-	77,502
Fixed Asset Fund	472,234	-	(11,512)	460,722	-	(9,792)	450,930
	<u>551,320</u>	<u>(204)</u>	<u>(11,512)</u>	<u>539,604</u>	<u>(1,380)</u>	<u>(9,792)</u>	<u>528,432</u>

Designated Funds:

a) The Lesley Guernsey Key Outcome Fund derives from a bequest from a past service user which the trustees have designated to support Cartref Ni service users to realise a key outcome that has been identified by the service user (or their representative) or a support worker/manager; discussed and recorded during a supervision or team meeting; and incorporated in the person's service delivery plan. Consideration to awarding grants from this fund to other vulnerable people in North Wales will also be given on application.

b) The designated fund for fixed assets represents resources invested in the charity's tangible fixed assets. The fund is therefore not readily available for other purposes.

### 17 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

18 Cash generated from operations	2023 £	2022 £
Surplus for the year	163,910	164,376
Adjustments for:		
Investment income recognised in statement of financial activities	(4,390)	(904)
Depreciation and impairment of tangible fixed assets	16,956	20,274
Difference between pension charge and cash contributions	234	(104)
Movements in working capital:		
Decrease/(increase) in debtors	192,424	(75,727)
Increase in creditors	196,015	46,231
<b>Cash generated from operations</b>	<u>565,149</u>	<u>154,146</u>

# **CARTREF NI LTD**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** ***FOR THE YEAR ENDED 25 MARCH 2023***

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### **19 Analysis of changes in net funds**

The charity had no debt during the year.