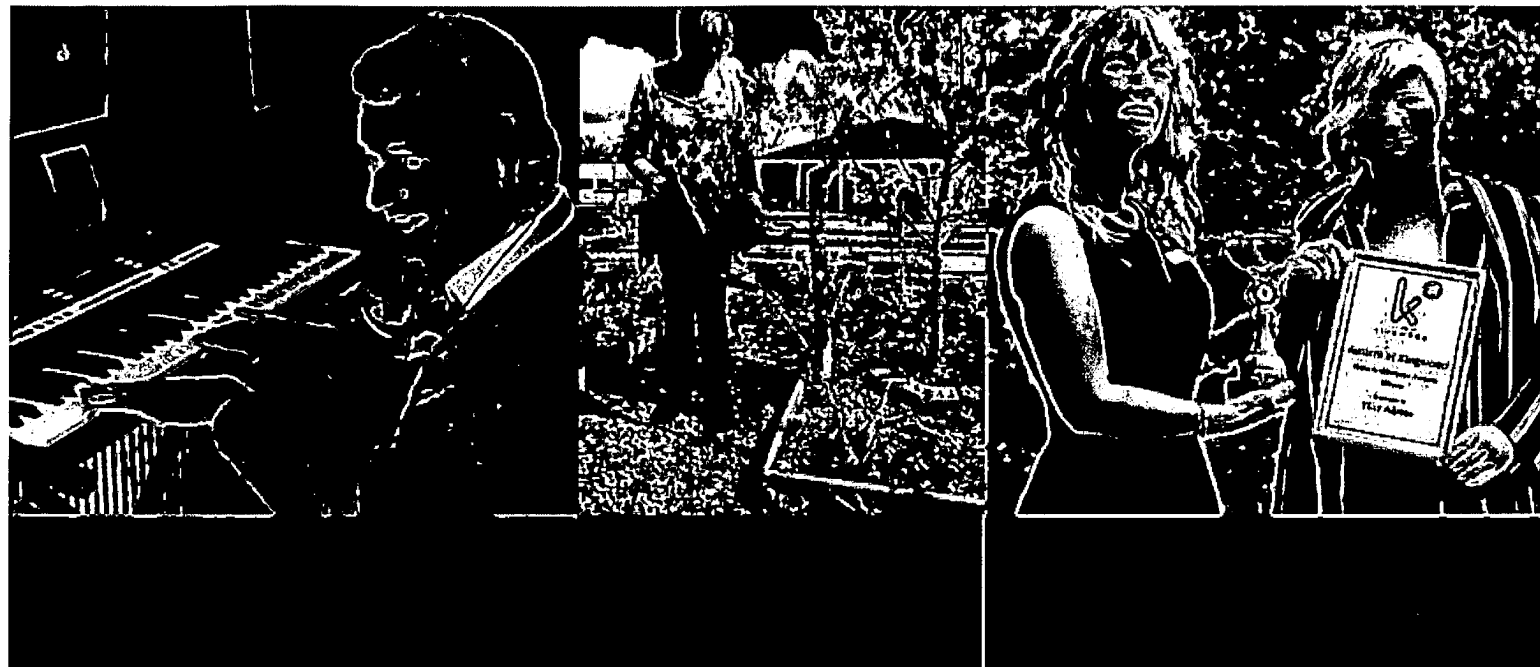


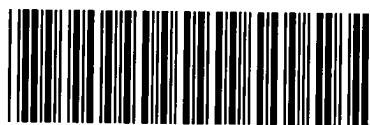


Autism at Kingwood Annual Report and Accounts 2019–2020

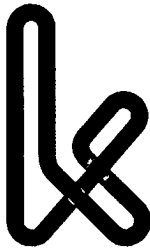
Autism at Kingwood exists to improve the quality of life for autistic adults. Our work is centred around the people we support, doing our very best to assist and enable them to live the life they choose.

*Embracing
Autism*

WEDNESDAY



A16 *A9ILIK90* #225
25/11/2020
COMPANIES HOUSE


AUTISM AT
KINGWOOD

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Charity Management and Honorary Roles

Trustees

Sandra Meadows – Acting Chairman (4 July 2019)
Lady Sonia Hornby – Chairman (Retired 3 July 2019)
David Swann – Treasurer
Rebecca Vickers
Dr Steven Carnaby
Steve Bastiman – Davies (Joined 22 October 2019)

Key Management

Kate Allen – Chief Executive
Estelle Christmas – Chief Operating Officer

Patrons

Dame Stephanie Shirley CH – Founder Patron
Lady Sonia Hornby (4 July 2019)
Professor Anthony Bailey
Virginia Bovell OBE
Nick Hornby
The Rt Rev. and the Rt Hon. Lord Chartres GCVO
Sue McGregor CBE
John Lubbock CBE
Jeremy Irons
Sophie Mirman
The Lord Puttnam of Queensgate CBE

Registered/Principal Office

2 Chalfont Court, Chalfont Close,
Lower Earley, Reading, RG5 5SY
0118 931 0143
www.kingwood.org.uk
info@kingwood.org.uk

Charity Number: 1041924
Company Number: 02980543

Auditors

Edwin Smith Chartered Accountants
32 Queens Road, Reading, RG1 4AU

Bankers

National Westminster Bank plc.
18 Market Place, Henley-on-Thames

From the Chairman and Chief Executive

The year was an incredibly special one for Autism at Kingwood, for during 2019 we celebrated 25 years of providing person-centred support to autistic adults and people with Asperger Syndrome across the Thames Valley.

Our focus was one of celebration, reaching out to the people we support, their families, our staff and our Founder Patron Dame Stephanie Shirley, and culminating in a wonderful and memorable Annual Celebration, at which autistic Holby City actor Jules Robertson joined us, and spoke alongside Dame Stephanie.

The event marked an especially fond farewell to Lady Sonia Hornby, our Chairman of Trustees. Sonia had been our committed and energetic Chairman for 20 years and although a sad occasion, we are pleased that Sonia is now a Patron of Autism at Kingwood.

The 2019 Annual Celebration is worthy of mention because it was an opportunity for Trustees and the Senior Leadership Team to demonstrate and share the achievements of people we support and employees. With great pride we congratulated 14 successful graduates who completed their Career Development Programme. Our 'Super Hero' prize ceremony, for the people we support, recognised those who had made a contribution to Autism at Kingwood during the year, and included members of the Autism at Kingwood User Forum, individuals who had

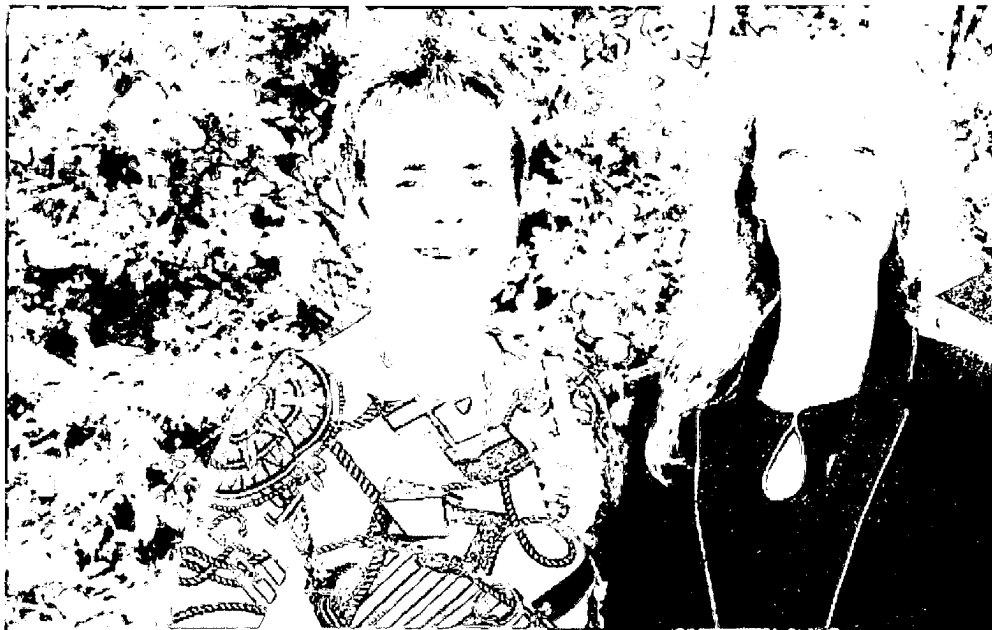
helped design posters, and those who had volunteered at events, and agreed to be photographed to help us tell our story.

You will read of many achievements in this document, but one that we are especially proud of is how we brought Kindness to the forefront of our being. In 2017, we had identified our core values – essential for a values-based organisation! Through dialogue with staff, families and people we support, it became clear that Kindness was the core value that underpinned all our activities and all that we are. We did some exciting work around this, which you can read about in this report.

Our new strategic plan for 2019-22 entitled Embracing Autism: Supporting the Future was published during the year. The document was written with an underlying theme that the country is failing our most vulnerable autistic adults. Too



“ I have worked for Autism at Kingwood for seven years, and having worked in this sector for over 13 years, I can honestly say it’s one of the best organisations out there. It’s very person-centred and supports people with a range of needs successfully and with great results. ”



The last year saw us identify a key component of our character: Kindness. Never more important than now as this basic yet significant human value will be what sees us through the challenges of the year ahead - together.

Kate Allen
Chief Executive

"I would just like to reiterate that this has been an exciting but challenging year and we have come through this thanks to the dedication and loyalty of all our staff and our very supportive Board of Trustees."

Sandra Meadows
Chairman



Dame Stephanie Shirley, our founder, celebrates 25 years with us.

Holby City actor Jules Robertson joins the celebration and talks about his work as an autistic actor.



many individuals with autism and complex needs remain in inappropriate hospitals or inappropriate support settings where they are restrained when their behaviour becomes distressing and challenges their environment and those around them.

At the point of launching our strategy, the Green Paper on Adult Social Care – to reform the Care Act 2014 – continued to be delayed. In March 2020, the Secretary for Health and Social Care wrote to all MPs asking for their views and collaboration over social care reform. In spite of the disappointing lack of progress, Autism at Kingwood has great ambitions for and with autistic people, and sets itself the highest standards and adheres to those set by the adult social care regulator the Care Quality Commission (CQC) for the delivery of services.

Embracing Autism: Supporting the Future embeds these high standards by setting out our strategic objectives and clarifying what we will set out to achieve. You can read more about this and our achievements during the year below in our Annual Review.

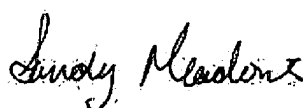
Operationally, we are delighted with our activities and success in increasing our reach to autistic adults who need our support across the Thames Valley. Over the year we supported 140 people through one-to-one support, either in supported-living homes or outreach. Two new Regional Directors were recruited, embedding their expertise

and experience into both our Senior Leadership and frontline management. Demand for services saw the growth of our Psychology and Practice team, which provides individual support, and staff guidance and training. The Oxfordshire Adult Autism Diagnostic Support Service, which we deliver on behalf of Oxford Health, was incredibly busy with 1,049 referrals to date and with 103 assessments completed or in progress in the first six months of starting.

And then, at the end of our financial year, the Covid-19 bombshell crashed into our lives. We were prepared, having created and distributed our own preparation plan with a clear direction on how we would respond – and respond we did. We could not have done this so successfully without

our loyal and committed staff. Our support staff, now rightly recognised as key workers, found creative ways to minimise the anxieties experienced by the people they supported, while strictly adhering to guidelines, and many postponed holidays and worked overtime, as other staff members shielded or self-quarantined. Together we turned our organisation, dependent on two offices in Reading and Didcot, into a virtual one in a matter of days. Our office-based staff made the switch to home working, even though in some circumstances this was far from an ideal solution.

We started the year in celebration of the Autism at Kingwood family; the pandemic has proved to us, yet again, what an incredibly determined family this is.

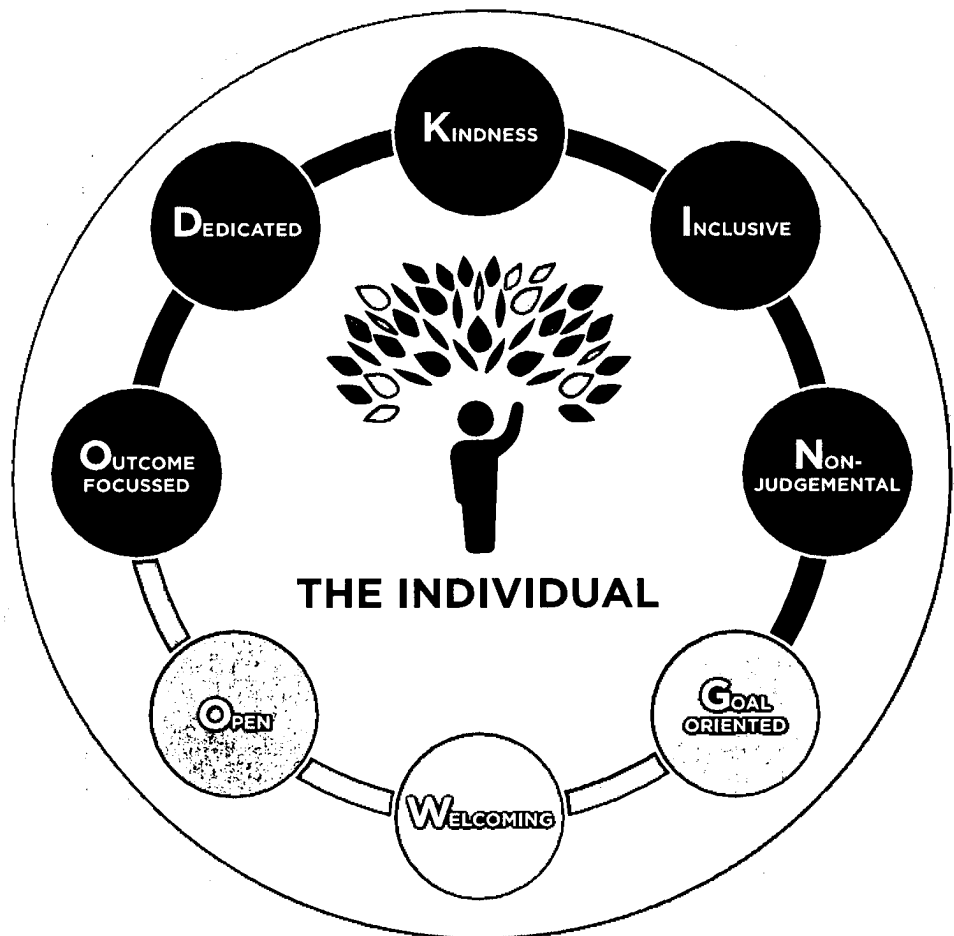


Sandra Meadows
Chairman



Kate Allen
Chief Executive

The Kingwood Approach Framework



Kindness is key

we recruit staff for their caring values

Inclusive

and involve individuals at every level

Non-judgemental

and stick with people through their challenges

Goal oriented

it's all about what people can do and achieve

Welcoming

Open

in our communications with all our stakeholders

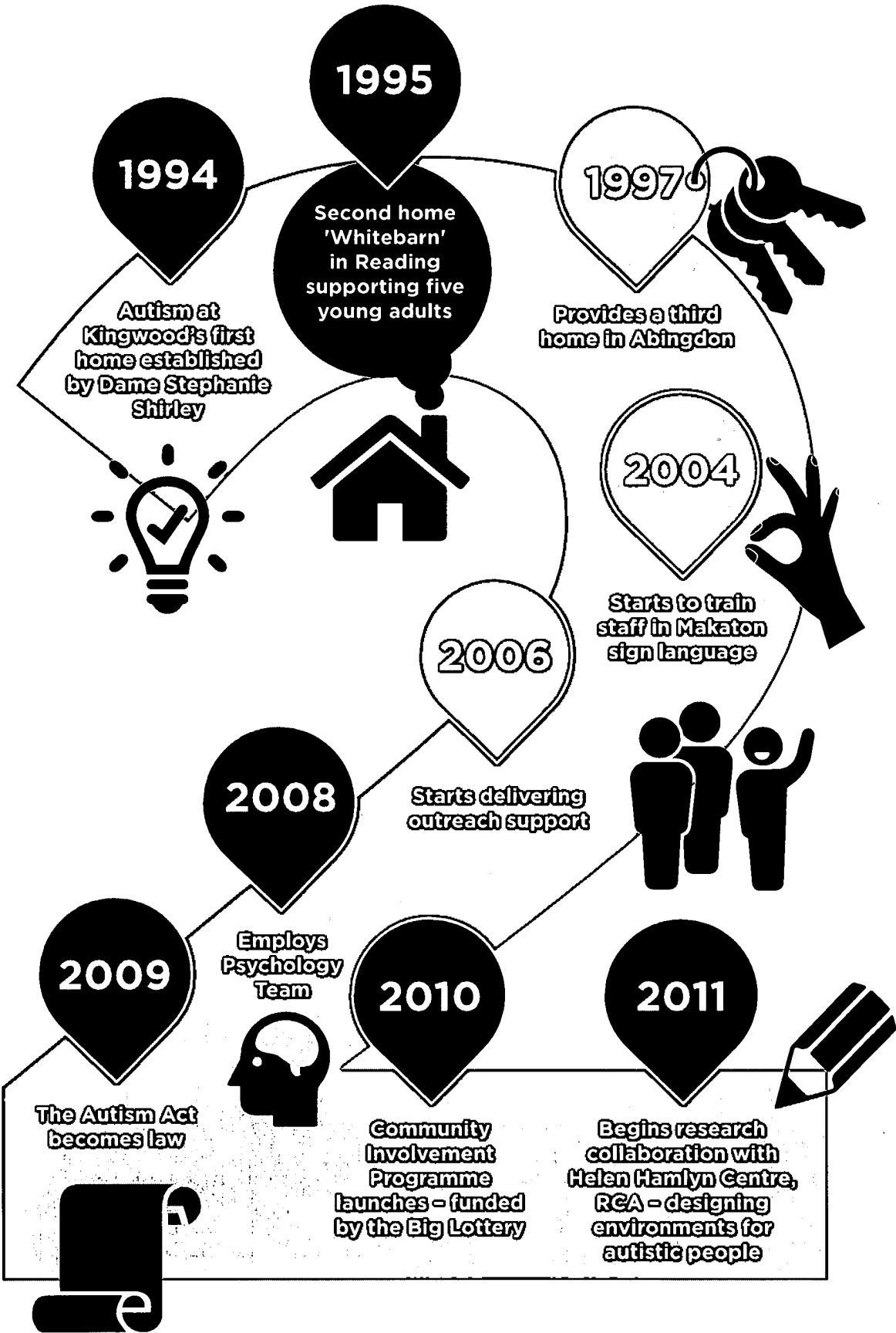
Outcome focussed

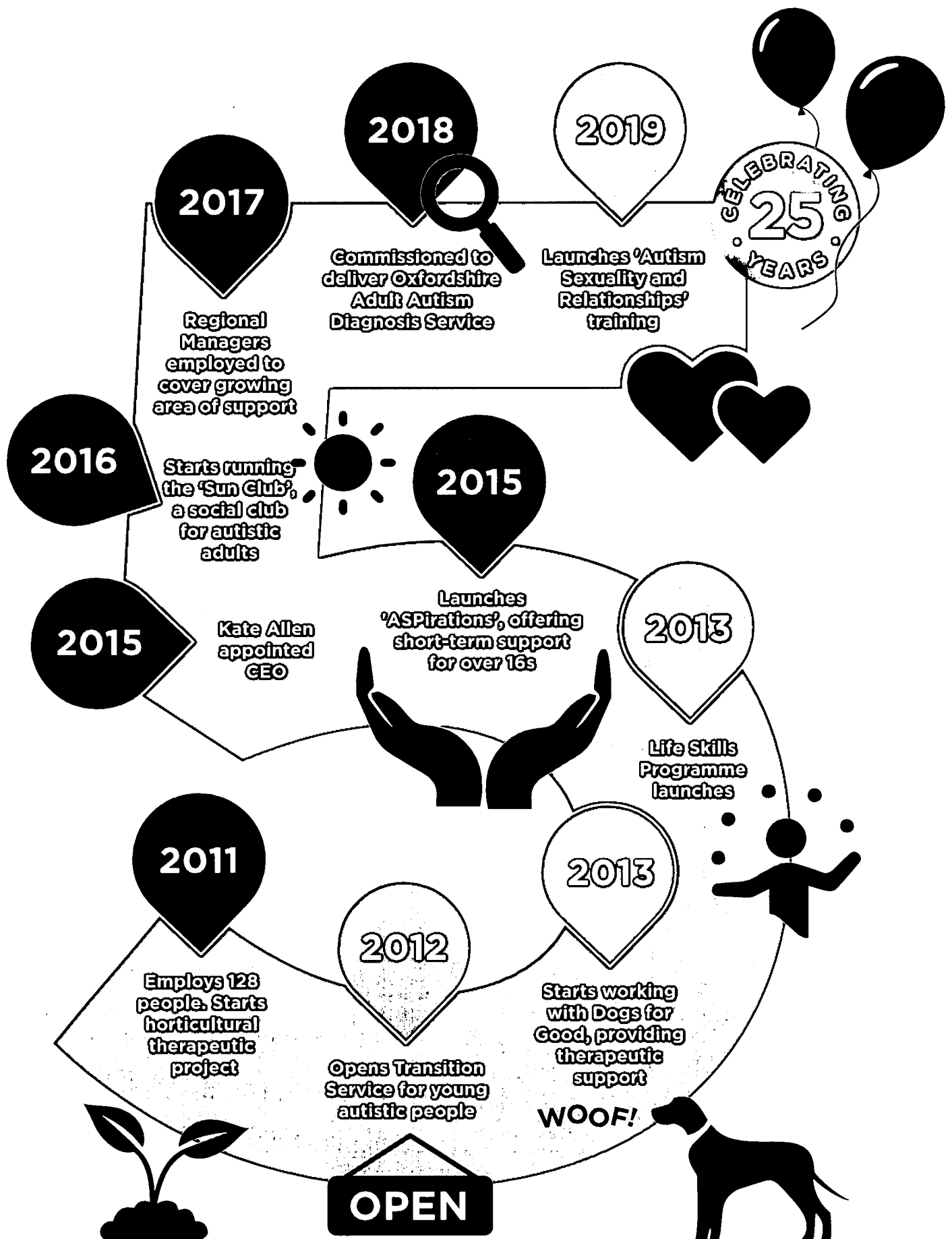
in our approach

Dedicated

to offering the best care and support through our committed staff team

Celebrating 25 years of Embracing Autism





Annual Review – Our Vision, Mission, Strategy, Achievements and Plans

The Board of Trustees and Senior Leadership Team agreed a new vision and mission to accompany the three year strategic plan taking the charity through 2019 to 2022.

Our vision is simply a world that embraces autism.

Our mission is to enable each person we support to develop greater independence, discover their potential and enjoy a better quality of life.

We have identified five strategic objectives that will enable us to achieve our vision and mission. We have a strong track record in collaboration and we strive to achieve our mission through working with those who

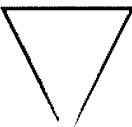
can help us: autistic people, including those we support; relatives of autistic people; our workforce; other organisations and other professionals.

“ A huge thanks to all at Kingwood for their care, kindness and support for my brother John for nearly 20 years and especially in the last ten months of his life. ”



1 EXPERT SUPPORT

To deliver high quality service provision that meets the changing needs of people we support and is safe, caring, responsive, effective and well-led. To embed the Kingwood Approach model of support with consideration to emerging best practice within the sector.



2 FINANCIALLY FIT

To be economically viable with a forecast for on-going financial stability.



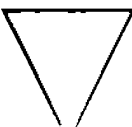
3 REPUTATION & REACH

To strengthen further our reputation, develop the range of services and widen our geographical spread.



4 OPPORTUNITIES

To develop a wider range of meaningful development and leisure opportunities and activities, including employment, for people we support.



5 INFORM & INFLUENCE

To raise awareness of autism and contribute to the evidence base seeking to improve the quality of life for autistic people.

Expert Support



Oxfordshire Adult Autism Diagnostic Support Service

By the end of the year, our diagnostic service has helped over 1,000 adults seeking a diagnosis. 406 received a diagnosis, 551 received information and guidance, 156 received one-to-one support.

Our Psychology and Practice team grows by five! An additional clinical psychologist, three newly created Autism Support Practitioner posts, and a second Autism Practice Specialist ensure we model best practice, providing additional one-to-one support for autistic adults and training for support staff.



Our Support Manager at the Transition Service undertakes highly specialist intensive interaction training and passes this learning on to support staff.



Funding from the Baily Thomas Charitable Trust enables us to convert rooms and install specialist sensory equipment in two houses.

We invest in resilience training for all management and infrastructure staff.

We launch 'Lead to Succeed', a bespoke programme for Area and Support Managers. Eight members of staff participate in our Career Development Programme.

We employ a Business Analyst to enhance our infrastructure and internal communications, enabling staff efficiencies in Operations, HR and Finance.

Two new Regional Directors join the team, providing expert and strategic focus.

2021

Next year we will:

Work with Wiltshire Council to provide support to autistic adults who have experienced long-term stays in hospitals, helping them to develop quality lives in the community

Financially Fit

Financially, 2019-20 was a challenging year for us, and we have outlined some of the main issues that contributed to this below. Sadly it is apparent that the long-term effects of austerity and insufficient government funding over a number of years is a running theme throughout:

- Austerity within social care has seen Autism at Kingwood operating a particularly lean infrastructure for a number of years. However, in order to maintain an effective business function going forward, the charity needed to invest in additional and crucial posts within our Finance, HR and Administrative teams.
- Furthermore, in order to continue to drive up quality and outcomes for people we support, we committed to some important new members of the team to help us achieve our charitable and strategic objectives and introduced four new roles within our Psychology and Practice team. In total, we created nine full-time and part-time roles.
- We were determined to reward our frontline support staff and were pleased to give a 1% pay rise at the start of the year.
- Unfortunately, some of the new services we

were commissioned to provide during the year were delayed, affecting planned income.

- We experienced significant outstanding debts from some local authorities; the additional post in our Finance team began to make headway at the end of the financial year.
- Low unemployment in the Thames Valley proved to be very problematic for us in terms of recruitment this year, resulting in an increased need for expensive skilled agency support workers. This situation started to rectify itself in March 2020, as we were able to guarantee job security during the pandemic and economic uncertainty.
- As the financial year came to a close we, along with most other charities, were fighting the human and financial pressures of Covid-19, with staff absences beginning to escalate alongside the need for extensive PPE.

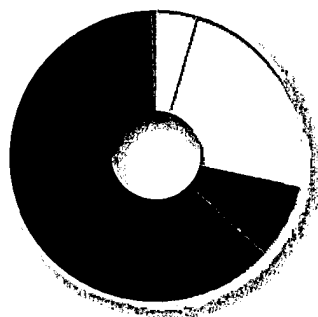
These factors resulted in a loss of core services of £64,715 and a net loss (including expenditure on added value projects and activities) of £131,511. All of this happened during a period of internal transition and change as our long standing Head of Finance, Michael Hatch, retired in

November 2019 with 23 years of service and our Finance Officer of 11 years, Wacika Sari, moved onto new pastures, and thus a new Finance team was established.

The investment in infrastructure was critical, as it has allowed the charity to review its processes and procedures to seek more efficient and innovative ways of working and we are working hard to resolve the issues outlined; it is difficult to recruit and retain staff when government funding for our services is so low – especially in the affluent areas where we operate.

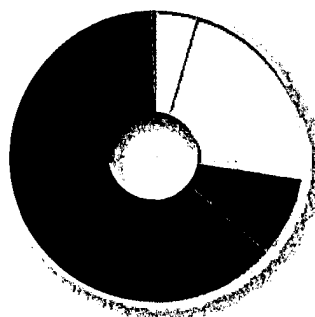
The 2020/21 financial year will bring with it considerable uncertainty as the impact of Covid-19 is as yet unknown however the charity's approach to the coronavirus has also been one of taking an opportunity to 'do things differently'; the financial results for the beginning of the new financial year are looking much improved. With changes to the recruitment of new starters, online training, remote working and less travel there will be possibilities to explore new savings and cost efficiencies.

Autism at Kingwood 2019/20 Financial Performance



Income

● Oxfordshire Adult Autism Diagnostic Service	£350,262
● Berkshire	£1,809,111
● Buckinghamshire	£634,948
● Oxfordshire	£4,785,643
● Fundraising	£39,015
Total	£7,618,979



Expenditure

● Oxfordshire Adult Autism Diagnostic Service	£350,262
● Berkshire	£1,787,103
● Buckinghamshire	£701,625
● Oxfordshire	£4,885,689
● Fundraising	£25,811
Total	£7,750,490

Reserves Policy

The charity maintains adequate cash reserves in light of the main risks to the organisation. At the March 2020 Board meeting, Trustees agreed to hold free reserves of £1,760,000, which includes cash reserves and fixed assets. This represents 2.5 months' operating costs with free cash reserves set against the charity's two largest contracts, which approximately equate to £300k in 2020/21.

The charity has a long established Development Fund using unrestricted donations, income from the sale of a property in 2018 and some operating surplus funds. We spent £152,811 throughout the course of the 2019/20 year leaving £122,189, with the income used for activities and projects outside core

funding and which would be otherwise challenging for us to provide. This includes events and activities to benefit beneficiaries, non-standard specialist staff development and training, and specialist leadership investment.

The total funds held at the year-end are £1,857,486 of which £122,189 relates to the designated Development Fund and £265,116 in respect of restricted funds.

2021

Next year we will:

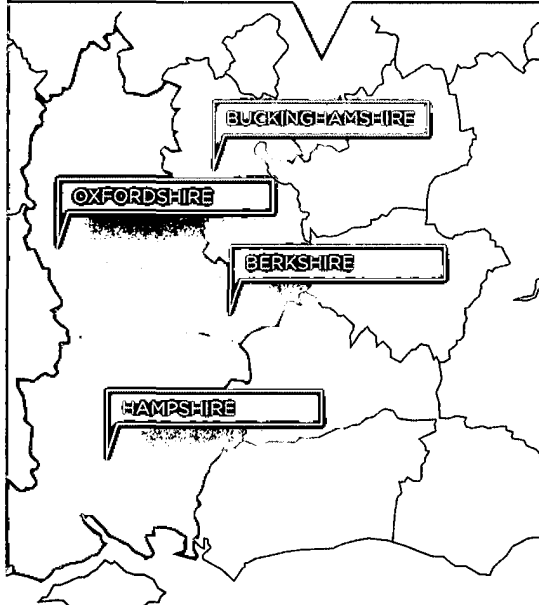
Reduce our dependence on agency support workers by continuing our recruitment drive

Implement tighter controls on expenditure

Strengthen our finance systems and procedures

Reputation and Reach

We increase our reach to four counties - now supporting autistic adults in Berkshire, Oxfordshire, Bucks and Hampshire.



We are awarded two contracts in north Oxfordshire, previously run by other providers. We also develop our own service, increasing our support to eight autistic adults in the county.



We introduce our Employment Support Scheme, providing well-being services to our staff.

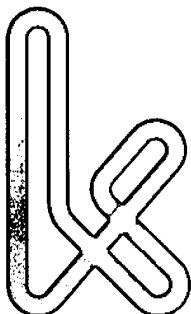


We invite people we support, staff, trustees and collaborators to express what our values mean to them, resulting in an online Kindness campaign.

“ Last year was a great year for recruitment at Autism at Kingwood, with a steady flow of great candidates across all four counties. Our updated recruitment section on our website and the introduction of our user-friendly, mobile-friendly application form made a significant difference, and with our involvement in the national Skills for Care recruitment campaign, we saw applications double.

During the Kindness campaign in January, we sent little gifts to every employee. I received so many phone calls to say ‘thank you’. I was absolutely bowled over as to how many hearts were touched with Kingwood’s kindness!

Julie Harmsworth
Recruitment Officer



KINDNESS
AT
KINGWOOD

CARE

We embrace the Care initiative, subsequently endorsed by the Secretary of State for Health & Social Care. It is a unifying symbol of pride in our social care workers and social care providers.

After listening to a parent speak emotionally about the value of her child's support staff, we launch a campaign 'More than Just a Support Worker', with the pro-bono support of brand creatives Design Bridge.

We retain ISO 9001 accreditation with the British Assessment Bureau, which demonstrates our business competency.

THE BRITISH
ASSESSMENT
BUREAU
ISO 9001

We secure a significant element of our existing contractual supported living services in Oxfordshire.



You are more
than JUST a
Support Worker...
You are an
advocate



Embracing
Autism

You are more
than JUST a
Support Worker...
You are a



Embracing
Autism

You are more
than JUST a
Support Worker...
You are an
observer of
feelings



Embracing
Autism

You are more than
JUST a Support
Worker...
You are a
personal
organiser



Embracing
Autism

You more than
JUST a Support
Worker...
You are a housing
management
agent



Embracing
Autism

You are more than
JUST a Support
Worker...
You are a
well-being
adviser



Embracing
Autism

2021

Next year we will:

Support more people
through the Supported
Living model in
Oxfordshire

Support more people
through Outreach in all
our regions

Mark's Story

Autism at Kingwood works with autistic adults and adults with Asperger Syndrome to enable them to lead more independent lives. One of the people they support, Mark, comes to our training centre once a week to work with Fleck, an affectionate and loving Labrador cross retriever.

45 year old Mark has, for most of his life, been unable to go out without a support worker, finding the unpredictability of the world outside too overwhelming. Community Dog Handler, Sarah, and Mark's support worker have worked together to design a range of activities with Fleck to help Mark improve his independence.

Mark has been walking on a dual lead with Fleck in parks and shopping centres. By taking responsibility for Fleck out in the community, Mark has learned he is capable of looking after his own needs, as well as the dog's, and this has helped him become less dependant on support staff, ultimately leading to being able to go out alone.

Mark has also worked on tasks such as grooming and feeding Fleck, to encourage self-care, consideration of others, and also to help manage

“ When he starts his sessions with the dog the change is immediate. After leaving, he is a different person.”

his anxiety. Sarah has witnessed a transformation in Mark in the year they have been working together. “When he starts his sessions with the dog the change is immediate. After leaving, he is a different person.”

Mark has also completed an ASDAN qualification on animal care, which has boosted his self esteem and confidence. He is now looking for a volunteering role for the future.

Mark's support worker echoes Sarah's words. “Mark is completely different now... the dogs have played a huge part in his new confidence. He used to never go out alone, now he goes out whenever he likes. His conversation and communication have developed and it turns out he has a really good sense of humour.”



Opportunities

We hold 25 year celebratory events, including our Annual Celebration and a Family Day at one of our horticultural sites.



We secure three-year funding from The Kennel Club Charitable Trust to deliver assistance dogs for a number of people with autism, working collaboratively with charity Dogs for Good.

Our allotment in Henley-on-Thames receives funding for a poly-tunnel and shelter. At the end of the year we receive three-year funding to employ a Gardening Coordinator

We continue to provide social clubs in Reading and Wallingford for people we support and other autistic adults in the wider community.



**SMART
WORKS**

We start collaborating with Smart Works, a charity providing high-quality interview clothes and training to unemployed people. We offer this service to our interviewees.





We embark on a fundraising campaign to provide a holiday home for people we support, as well as their families and staff in need of a short break.

A big Thank You!

We would be unable to fulfil these activities without the generosity of individuals – including people we support, organisations, companies and trusts. Supporters undertook challenges, remembered us in their will, donated in memory of loved ones and made donations towards our work. We are grateful to the Palfreyman and Spottiswoode families and Pam Parker, Edward Rodgers, Gary Davidson, Trevor Jackson, as well as our regular supporters.

Our gardening project was supported by members of the Rotary Club of Henley-on-Thames, who funded a poly-tunnel; trustees of the Anthony (Tony) Lane Charitable Trust, who pledged tools and seeds; and The Sobel Foundation whose trustees have committed to funding the salary of our

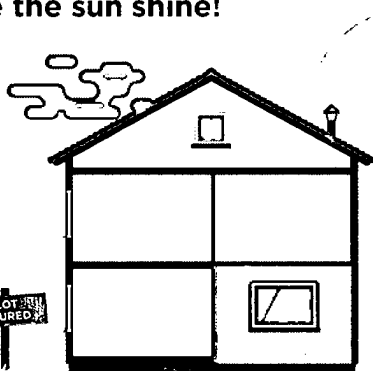
Gardening Coordinator for three years.

The Kennel Club Charitable Trust pledged three-year funding to support our collaborative work with Dogs for Good. Thanks also to The Panton Trust and the Thomas J Horne Memorial Trust.

We were grateful to a number of companies which supported us through donations and pro-bono work. Travis Perkins in Reading donated materials to create a patio in one of our houses; Design Bridge provided us with pro-bono work to the value of £6,000 enabling us to deliver our More the Just a Support Worker campaign; Huntswood donated 35 high-spec computer monitors; and The Ethical Branding Co. provided our design work.

Help us build our holiday home and make the sun shine!

We need:
Holiday home
£37,500.00
Adding path and
car parking space
£2,000.00
Bedding, furnishings
& kitchen equipment
£801.75
Soundproof panels
£540.00
Garden furniture
£144.00
Total
£40,985.75



Raised so far:

£7,120
17%

Stage 1
COMPLETE
Deposit on the
caravan to secure
it and the plot
£3,700



2021

Next year we will:

Deliver our gardening project, providing therapeutic and well-being support

Provide a holiday home and respite

Fundraise to create a Skills and Work Manager to develop opportunities across the Thames Valley

Laiba's Story Skills for Care Graduate Programme

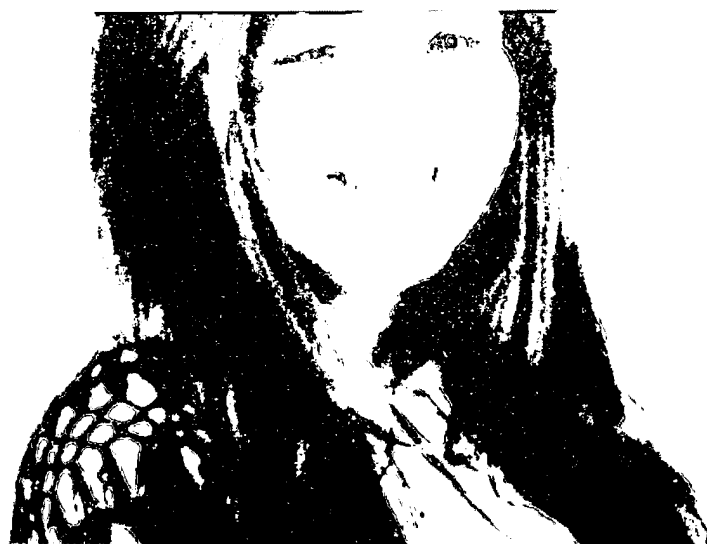
Skills for Care partners with care providers who can host a graduate on work placement for a year under its Graduate Management Programme. To help them deliver their projects, each graduate attends action learning sets, coaching sessions and networking days with their peers, and are mentored throughout their time on their placement.

Autism at Kingwood participated in this scheme and welcomed Laiba Hussain to our team. After a successful and productive year, we were delighted to see Laiba graduate.

Laiba's demanding placement with Autism at Kingwood really pushed her, requiring her to apply what she learned at university to real-life tasks. A key part of her placement was setting up a series of educational modules for people with autism. She also developed a training resource on 'resilience' and researched key data and analysed it for our diagnosis service.

“ Laiba's demanding placement with Autism at Kingwood really pushed her, requiring her to apply what she learned at university to real-life tasks. ”





Graduate Management programme



Certificate of Achievement

Laiba Husain

Inform and Influence

We are a partner in the Skills for Care national TV and radio recruitment campaign.

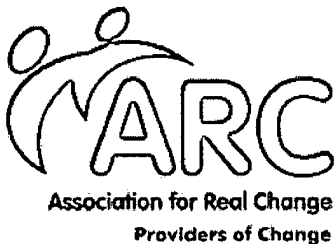
Kate joins the Board of AVECO (the association of UK Chief Executives).

acevo
imagine, inspire, improve



Our CEO Kate Allen influences key policies at national level in relation to training. This includes helping develop a mandatory training programme for support workers in social care.

Lynn Longland, our Head of HR, joins the Board of the Association of Real Change, the leading body representing learning disability service providers.



Founder Dame Stephantie Shirley continues to endorse Autism at Kingwood.

After a successful staff take-up to our Kindness Commitment, we invite other charities to follow our model.



The Senior Leadership Team focus on Crisis Management preparation, risk and communications with bespoke workshops with Linstock Communications.

We raise awareness of Autism at Kingwood through media opportunities and high-profile collaborations.

2021

Next year we will:

Advocate and work with partners, to support autistic people leaving hospital

Campaign for enhanced recognition and pay for social care key workers

Call for more funding for adult social care

Urge the government to accelerate the reform of the 2014 Care Act

Structure, Governance and Management

Charitable status was granted to Autism at Kingwood on 3 November 1994, known then as The Kingwood Trust. The charity is a private company limited by guarantee. Its governing documents are its Memorandum and Articles of Association.

Autism at Kingwood governance underwent a gradual period of change throughout 2019/2020 with a restructure of the governance model to align with the new strategic objectives and key operational risks. This approach has, rightly, moved Trustee focus away from the day to day running of the charity and strengthened Board direction. The Board of Trustees sets the strategy and monitors all aspects of the charity's activities: responsibility for implementing the strategy and day-to-day operational issues is delegated to the Chief Executive who, in turn, is supported by a team of suitability qualified and skilled individuals.

Good governance is achieved through sub-committees meeting regularly throughout the year and making recommendations to the full Board, which meets four times a year. These sub-committees include Risk & Care Practice, Finance & Development and Human Resources. Furthermore the Board Members maintain regular contact with the Chief Executive throughout the year. The Trustees consider themselves and the Senior Leadership Team to be the key management personnel of the charity in charge of directing

and controlling, running and operating the trust on a day to day basis.

On 31 March 2020, there were five Trustee Board members. During the year, our long-standing Chairman, Lady Sonia Hornby retired from the Board and fellow Trustee Sandra Meadow became our Acting Chairman. The Board also approved the appointment of Steve Bastiman-Davies who also sits on our Finance & Development Committee.

The skills and expertise required within the Trustee Board are reviewed regularly to help the charity deliver its objectives. If gaps are identified or a vacancy occurs, new trustees with the appropriate skills and experience are identified. At least two further trustee vacancies exist at present and an active programme to recruit the next Chairman is in progress. All trustees are offered a full induction when they join and trustee training is available to keep trustees up to date with the environment in which the charity operates.

All trustees give of their time voluntarily without remuneration. Details of trustees' reimbursed expenses are disclosed in note 7. The pay of senior staff is reviewed annually and trustees benchmark pay levels against the market rates for comparable roles and the ability to retain key personnel.

Risk Management

Relevant extracts from both the Risk Matrix and Business Plan are taken to each sub-

committee for scrutiny and oversight with discussion focusing predominantly on those more significant risks.

The full combined risk register is presented to the Trustees at Board meetings at least three times a year. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. In addition to business as usual risks, the Risk and Care Practice Committee specifically consider how the growth and development might contribute new risks to the charity.

As part of the adoption of a revised governance model, the charity reassessed its risk matrix and identified a number of key risks this year, with both coronavirus and the availability of steady cash flow increasing towards the end of the year.

The charity invested in training for its Senior Leadership Team this year around risk management of services and reputation. Commissioning an external communication agency, a profile of reputational risks was created and presented to the Board of Trustees in January 2020.

Investment Policy

It is the policy of the Board to hold any available funds in the form of cash and cash equivalents.

Complaints Policy

The organisation has a comprehensive complaints policy that is communicated clearly and available according to the Accessible Information

Standard. Furthermore Autism at Kingwood regularly engages with families, people we support and professionals to ensure stakeholders have the opportunity to provide feedback.

Recruitment, Appointing and Training of Trustees

The Autism at Kingwood Board of Trustees saw some changes during the last year, as detailed on page 3.

When recruiting new Board members, the Chairman and Trustees undertake an open recruitment process based on a clear role specification. Advertisements are shared on our website, social media and LinkedIn, in addition to recruitment sites such as Charity Jobs. Trustees may also approach individuals who may be able to make a particular contribution and invite them to be considered. The charity applies its equal opportunities policy to the appointment of trustees. There exists a comprehensive induction programme and trustee manual.

“ I have worked for Autism at Kingwood over the five years. I am moved at the love they have for their service users and staff. We are one large family doing little things in a great way. It is the right place to practice your love and compassion. ”



Going Concern Assessment

The Board of Trustees monitor the viability of the charity through the Finance & Development Committee. Despite the ongoing Covid-19 pandemic at the time the accounts were prepared, the company continues to adopt the going concern basis in preparing its financial statements.

Although income from donations is significantly impacted by the pandemic, the charity generates over 98% of its net income from local authority contracts which are less affected. Whilst a number of autistic people may choose to self-isolate and thereby not require support, local authorities have committed to provide full funding as per pre-Covid-19 breakout.

The Coronavirus Job Retention Scheme was utilised to furlough staff shielding and those self-isolating took annual or unpaid leave. Although there is likely to be higher absence rates, local authority Covid-19 payments are predicted to cover costs.

A cash flow risk presented itself towards the end of 2019 as a result of a significant increase in expenditure (largely as a result of increased use of agency staff) and an escalation in aged debt. Targeted efforts reduced aged debt considerably and improved recruitment combined with a focus on rota management has seen a decline in agency use. Whilst the cash flow forecast for the coming year is sound, in order to provide further reassurance an application for a Coronavirus Business Interruption Loan

(CBIL) of £250,000 has been submitted to provide a further safety net.

With a budget forecast for the financial year ahead a surplus, albeit small, and early indications that for the first three months of the 2020/21 financial year the charity has a positive variance to budget, Autism at Kingwood continues to operate as a valid Going Concern.

In addition new service developments have been identified since the budget for 2020/21 was prepared that will further strengthen the position for both budget and cash flow.

Furthermore the charity's reserve policy is clear with sufficient funds to cover the two largest contracts and asset held in land and buildings of approximately £1.4 million (Cressingham Road) if required.

Kate Allen
CEO

Stephen Bell
Head of Finance

13 August 2020

Board of Trustees and Their Interests

Lady Hornby

(Chairman until July 2019)
Former Chairman of Gloucestershire Royal NHS Trust; BBC journalist and broadcaster. Honorary degree, University of Birmingham, for public service.

Sandra Meadows

(Acting Chairman from July 2019)
Director of Saxonbury Limited specialising in top level recruitment and assessment of top team capabilities.

Steve Bastiman-Davies

(Joined October 2019)
Helped found a global leadership and mentoring firm and has over 20 years' experience in guiding organisations, including the NHS, police and local government through change and improvement.

Dr Steven Carnaby

Consultant Clinical Psychologist and Service Development Consultant with over 25 years' experience working with people with learning disabilities and/or autism spectrum conditions. In addition to independent consultancy Dr Carnaby has an honorary post at the Tizard Centre.

Rebecca Vickers

Solicitor, formerly Group Company Secretary at First Choice Holidays PLC. Rebecca is a member of the Board of Governors at St Joseph's Specialist School and College in Cranleigh.

David Swann

(Treasurer)
Formerly treasurer of BAT plc, Past President of the Association of Corporate Treasurers and sits on the board of a regional housing association.

Statement of Trustees' Responsibilities

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

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Trust 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 judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable 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.

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.

Public Benefit

The Trustees have referred to the guidance by the Charity Commission when establishing the strategic objectives and Business Plan. All our charitable activities are centred around meeting the needs of autistic people and this report has provided an overview of just some of the ways people have benefited from the services we have provided.

Financial Statements

The financial statements comply with the Charities Act 2011, The Companies Act 2006, The memorandum and Articles of Association, 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 (FRS102) (effective 1 January 2019).

Statement as to Disclosure to our Auditors

In so far as the Trustees are aware at the time of approving our Trustees report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the company's auditor is unaware, and
- each Trustee has taken all the steps that he ought to have taken as a Director, in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

The auditors, Edwin Smith, are deemed reappointed under section 487(2) of the Companies Act 2006.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (FRS102) and in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the Board of Trustees.

Sandra Meadows,
Chairman

22 September 2020



Independent Auditors Report

As at 31 March 2020

Opinion

We have audited the financial statements of Autism at Kingwood (the "charity") for the year ended 31 March 2020 which comprise the statement of financial activities, balance sheet, statement of cash flows 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 charity's affairs as at 31 March 2020 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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

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 charity'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 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

Independent Auditors Report (continued)

As at 31 March 2020

there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- we have not obtained all the information and explanations necessary for the purposes of our audit;
- the Directors were not entitled to take advantage of the small companies exemption from the requirement to prepare a strategic report.

Responsibilities of the Trustees

As explained more fully in the Trustees' responsibilities statement (set out on page 15), the Trustees 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 they 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 charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

The Trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, 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.

Independent Auditors Report (continued)

As at 31 March 2020

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. 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 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 charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Edwin Smith
Chartered Accountants
Statutory Auditor
32 Queens Road
Reading
RG1 4AU

17 November 2020

Edwin Smith is eligible to act as auditor in terms of section 1212 of the Companies Act 2006.

Statement of Financial Activities

As at 31 March 2020

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Income:						
Donations	2	12,167	-	26,849	39,016	54,545
Investment Income	3	4,384	-	-	4,384	642
		16,551	-	26,849	43,400	55,187
Income from charitable activities	4	7,571,233	-	-	7,571,233	6,737,090
Other income	5	4,350	-	-	4,350	135,451
Total income		7,592,134	-	26,849	7,618,983	6,927,728
Expenditure:						
	6					
Costs of raising funds						
Donations		-	25,811	-	25,811	14,102
Charitable activities						
Domiciliary, residential care and welfare costs		7,006,479	-	-	7,006,479	6,118,450
Support costs and charitable projects		585,556	80,000	17,043	682,599	542,896
Governance costs		35,605	-	-	35,605	40,929
Total expenditure		7,627,640	105,811	17,043	7,750,494	6,716,377
Net income/(expenditure) before transfers		(35,506)	(105,811)	9,806	(131,511)	211,351
Transfers between funds	16	-	-	-	-	-
Net income/(expenditure) for the year/ Net movement in funds		(35,506)	(105,811)	9,806	(131,511)	211,351
Fund balances at 1 April 2019		1,505,687	228,000	255,310	1,988,997	1,777,646
Fund balances at 31 March 2020		1,470,181	122,189	265,116	1,857,486	1,988,997

The statement of financial activities complies with the requirements for an income and expenditure account under the Companies Act 2006 and includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Balance Sheet

As at 31 March 2020

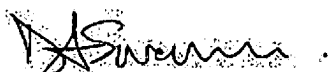
	Notes	£	2020 £	£	2019 £
Fixed assets					
Tangible assets	9		1,239,228		1,267,864
Current assets					
Debtors	10	835,718		716,356	
Cash at bank and in hand		605,496		563,225	
		<u>1,441,214</u>		<u>1,279,581</u>	
Creditors: Amounts falling due within one year	11	(822,956)		(558,448)	
Net current assets/(liabilities)			618,258		721,133
Total assets less current liabilities			<u>1,857,486</u>		<u>1,988,997</u>
Income funds of the charity					
Restricted funds	14		265,116		255,310
Unrestricted funds:					
Designated funds	15		122,189		228,000
Other charitable funds			<u>1,470,181</u>		<u>1,505,687</u>
			<u>1,857,486</u>		<u>1,988,997</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2020, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476 requiring an audit of these accounts under the requirements of the Companies Act 2006.

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

The accounts were approved by the Board on 22 September 2020.



D. Swann (Treasurer)

Trustee

Company Registration No. 02980543

Statement of Cash Flows

As at 31 March 2020

	Notes	2020 £	2019 £
Cash flows from operating activities:			
Net cash provided by (used in) operating activities		77,145	(47,998)
Cash flows from investing activities:			
Interest from investments		4,384	642
Proceeds from the sale of property, plant and equipment		-	284,753
Purchase of tangible fixed assets		(39,258)	(54,312)
Net cash provided by investing activities		42,271	183,085
Cash flows from financing activities:			
Repayments of borrowing		-	-
Cash inflows from new borrowing		-	-
Cash used in financing activities		-	-
Change in cash and cash equivalents in the year		42,271	183,085
Cash and equivalents at the beginning of the year		563,225	380,140
Cash and cash equivalents at the end of the year		605,496	563,225
Reconciliation of net income/(expenditure) to cash flow from operating activities			
Net income/expenditure for the year (as per the statement of financial activities)		(131,511)	211,351
Adjustments for:			
Depreciation charges		67,894	59,376
Interest and from investments		(4,384)	(642)
Loss/profit on the sale of fixed assets		-	(124,330)
(Increase) / decrease in debtors		(119,362)	(281,915)
Increase / (decrease) in creditors		264,508	88,162
Net cash provided from (used in) operating activities		77,145	(47,998)
Analysis of cash and equivalents			
Cash in hand	17	605,496	563,225
Total		605,496	563,225

Notes to the Financial Statements

As at 31 March 2020

1. ACCOUNTING POLICIES

Basis of preparation

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

Autism at Kingwood meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Preparation of the accounts on a going concern basis

There are no material uncertainties about the charity's ability to continue as a going concern.

Other than the contingent liability detailed in note 19 there are no other significant areas of judgment or key estimates that affect items in the financial statements other than those described in the accounting policies below.

Fund Accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the Trustees.

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 reliably.

Income from donations or grants is recognised when there is evidence that there is entitlement to the gift, receipt is probable and its amount can be measured reliably. Gifts in kind are taken into account on a prudent assessment of their fair value.

All other income (including income received under deeds of covenant) is recognised on a receivable basis. All income is related to the continuing activities of the charity.

Deferred income comprises domiciliary, residential care and welfare income which relates to future accounting periods.

Expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Expenses are allocated to activities in the Statement of Financial Activities where the expenses relate directly to those activities. Support costs constitute the costs of supporting the other activities of the company and include the staff costs of the central administrative staff.

Governance costs are the costs incurred in maintaining the company as a separate legal entity. This includes the cost of servicing trustee's meetings.

Notes to the Financial Statements (continued)

As at 31 March 2020

1. ACCOUNTING POLICIES (CONTINUED)

Tangible Fixed assets

Tangible fixed assets other than freehold land are stated at costs less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	50 years straight line
Freehold improvements	10 years straight line
Leasehold improvements	over period of the lease
Equipment and motor vehicles	3 years straight line

Tangible fixed assets costing in excess of £300 are capitalised.

The carrying values of tangible fixed assets are reviewed for impairment periodically if events or changes in circumstances indicate the carrying values may not be recoverable.

Leasing and hire purchase commitments

Rentals payable under operating leases are charged in the Statement of Financial Activities on a straight line basis over the lease term.

Debtors

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

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments held on deposit accounts.

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.

Notes to the Financial Statements (continued)

As at 31 March 2020

1. ACCOUNTING POLICIES (CONTINUED)

Financial instruments

The trust only has financial assets and financial liabilities 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Pensions

Autism at Kingwood operates a defined contribution scheme under auto enrolment regulations for its employees. Contributions payable to the scheme are charged to the statement of financial activities in the period to which they relate. The assets of the scheme are held separately from the charity in an independently administered fund.

Autism at Kingwood also operates a group personal pension scheme which is a defined contribution scheme. All contributions are charged to the Statement of Financial Activities as incurred.

2. DONATIONS

	Unrestricted	Restricted	Total Funds 2020	Total Funds 2019
	£	£	£	£
Donations and gifts	12,167	26,849	39,016	54,545

3. INVESTMENT INCOME

	2020 £	2019 £
Interest receivable	4,384	642

4. INCOME FROM CHARITABLE ACTIVITIES

	2020 £	2019 £
Domiciliary, residential care and welfare	7,571,233.6	737,090

5. OTHER INCOME

	2020 £	2019 £
Other income	4,350	11,121
Profit on disposal of fixed assets	-	124,330
	4,350	135,451

Notes to the Financial Statements (continued)

As at 31 March 2020

6. EXPENDITURE

	Staff costs £	Depreciation and impairment £	Other costs £	Total 2020 £	Total 2019 £
Costs of raising funds					
Costs of generating donations and legacies	-	-	25,811	25,811	14,102
Charitable activities					
Domiciliary, residential care and welfare costs					
Activities undertaken directly	6,511,247	67,894	427,338	7,006,479	6,118,450
Support costs and charitable projects					
Costs of supporting the direct activities and projects	350,771	-	331,828	682,599	542,896
Governance costs	19,753	-	15,852	35,605	40,929
	6,881,771	67,894	775,018	7,724,683	6,702,275
	6,881,771	67,894	800,829	7,750,494	6,716,377

Governance costs includes payments to the auditors of £6,720 (2019: £6,720) for audit fees and £nil (2019: £1,200) for non-audit services, and £4,356 (2019: £7,149) for meeting expenses between Trustees, staff, parents and families of those supported. Included within support costs and charitable projects is expenditure on designated fund projects of £80,000 (2019: £81,928), expenditure on restricted fund projects of £17,043: £11,969) and rental of premises, including associated premises costs, of £125,349 (2019: £119,058).

7. TRUSTEES AND RELATED PARTY TRANSACTIONS

During the year, two of the Trustees (2019: two) were reimbursed a total of £1,217 for travelling and other reimbursable expenses (2019: £2,031). The Trustee Dr. S.Carnaby was paid £1,510 (2019: £600) in respect of mentoring services for an employee of the charity which the other Trustees consider reasonable for the services provided and in the best interests of the charity. There were no other payments made to Trustees during the year or related party transactions.

Notes to the Financial Statements (continued)

As at 31 March 2020

8. EMPLOYEES

Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Domiciliary, residential care and welfare	256	223
Administrative staff	21	17
	<u>277</u>	<u>240</u>

Employment Costs

	2020 £	2019 £
Wages and salaries	6,368,451	5,393,657
Social security costs	395,832	368,918
Other pension costs	96,627	66,495
	<u>6,860,910</u>	<u>5,829,070</u>

Wages and salaries includes agency welfare costs of £1,321,218 for (2019: £812,779) and agency support costs £183,655 (2019: £97,899).

The number of employees whose annual emoluments were £60,000 or more:

	2020 Number	2019 Number
£90,001 - £100,000	1	1
£60,001 - £70,000	1	-

The Trustees were not paid and did not receive any benefits from employment with the charity in the year (2019: £nil). One Trustee received payment for services and together with reimbursed expenses paid to Trustees are detailed in note 7.

The key management personnel of the charity comprise the Trustees, the Chief Executive Officer, Chief Operating Officer, Head of Finance Director and Head of HR. The total employee benefits of the key management personnel of the Trust were £293,158 (2019: £276,924).

Notes to the Financial Statements (continued)

As at 31 March 2020

9. TANGIBLE FIXED ASSETS

	Freehold property £	Freehold improvements £	Leasehold improvements £	Equipment and motor vehicles £	Total £
Cost					
At 1 April 2019	1,789,185	49,531	82,289	309,248	2,230,253
Additions	-	-	3,480	35,778	39,258
Disposals					
At 31 March 2020	1,789,185	49,531	85,769	345,026	2,269,511
Depreciation					
At 1 April 2019	616,716	38,167	53,885	253,621	962,389
On disposals					
Charge for the year	24,000	1,500	7,188	35,206	67,894
Impairment	-	-	-	-	-
At 31 March 2020	640,716	39,667	61,073	288,827	1,030,283
Net book value					
At 31 March 2020	1,148,469	9,864	24,696	56,199	1,239,228
At 31 March 2019	1,172,469	11,364	28,404	55,627	1,267,864

In 2013 an impairment review was carried out on the Property 45, Cressingham Road valued at £1,300,000 and an impairment loss was incurred of £392,401 which is included in accumulated freehold property depreciation. A further review was carried out this year and no change was considered necessary.

10. DEBTORS

	2020 £	2019 £
Trade debtors	574,787	538,324
Other debtors	1,788	2,040
Prepayments and accrued income	259,143	175,992
	<u>835,718</u>	<u>716,356</u>

Notes to the Financial Statements (continued)

As at 31 March 2020

11. CREDITORS

Amounts falling due within one year

	2020 £	2019 £
Trade creditors	252,692	194,832
Taxes and social security costs	108,701	90,345
Other creditors	15,201	13,680
Accruals	168,889	45,050
Deferred income	277,473	214,541
	<u>822,956</u>	<u>558,448</u>

Deferred Income - The amount of deferred income brought forward at 1 April 2019 released to income earned from charitable activities amounts to £193,714 (2019 :£179,314).

12. PENSION COSTS

Defined Contribution

	2020 £	2019 £
Contributions payable for the year	<u>96,627</u>	<u>66,495</u>

13. SHARE CAPITAL

Autism at Kingwood, a registered charity, is a company limited by guarantee, not having any share capital. In the event of a winding up, each member may be required to contribute an amount not exceeding £1 towards the settlement of the company's liabilities.

Notes to the Financial Statements (continued)

As at 31 March 2020

14. RESTRICTED FUNDS

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

2020

2020	Movement in funds				
	Balance at	Income	Expenditure	Transfers	Balance at
	1 April				31 March
	2019				2020
	£	£	£	£	£
Kingwood College	243,810	-	(5,543)	-	238,267
Sensory rooms Kennel	11,000	-	(11,000)	-	-
Club for Dogs	-	9,036	-	-	9,036
Gardening Coordinator	-	14,000	-	-	14,000
Other	500	3,813	(500)	-	3,813
	255,310	26,849	(17,043)	-	265,116

2019

2019	Movement in funds				
	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2019 £
Property fund	126,420	-	(800)	(125,620)	-
Kingwood College	249,417	-	(5,607)	-	243,810
Sensory rooms	1,000	10,000	-	-	11,000
Digital resources	-	20,177	(20,177)	-	-
Training support	-	5,000	(5,000)	-	-
Other	-	500	-	-	500
	376,837	35,677	(17,043)	-	255,310

Kingwood College

Kingwood College is now providing life skills training and educational programs to a small group of people aged between 18-25.

Resources expended relates to depreciation of Kingwood College property. The balance will be reduced as property is depreciated.

Sensory rooms

A further grant of £10,000 was received last year towards the cost of new sensory rooms at White Barn and The Transition Service which were fully expended in year.

Gardening Coordinator

Funding received to include grant from the Sobell Foundation as part of a three year grant to employ a gardening coordinator who will work with PWS at Henley Allotments.

Notes to the Financial Statements (continued)

As at 31 March 2020

14. RESTRICTED FUNDS (CONTINUED)

Kennel Club for Dogs

Grant received in year as part of three year grant from The Kennel Club Charitable Trust to fund the project for animal assisted intervention for autistic adults.

15. DESIGNATED FUNDS

2020

	Movement in funds			
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfer between funds £
Development fund	228,000	-	(105,811)	-
	228,000	-	(105,811)	-

2019

	Movement in funds			
	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfer between funds £
Development fund	45,587	-	(96,030)	278,433
	45,587	-	(96,030)	278,433

Development fund

Funds set aside by the Trustees for projects including strengthening autism experience, identifying and undertaking research and accessing activities in the community.

Notes to the Financial Statements (continued)

As at 31 March 2020

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances at 31 March 2020 are represented by:

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	1,000,961	-	238,267	1,241,774
Current assets	1,292,876	122,189	26,849	1,441,214
Creditors: amounts falling due within one year	(822,956)	-	-	(822,956)
	1,470,181	122,189	265,116	1,857,486

17. ANALYSIS OF CHANGES IN NET DEBT

Fund balances at 31 March 2020 are represented by:

	Balance at 1 April 2019 £	Cash-flows £	Balance at 31 March 2020 £
Cash	563,225	42,271	605,496
Loans falling due within one year	-	-	-
Loans falling due after more than one year	-	-	-
Total	563,225	42,271	605,496

18. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2020 the company had a total of future minimum lease payments under non-cancellable operating leases for each of the following periods:

	Land and buildings	
	2020 £	2019 £
Expiry date:		
Not later than one year	97,507	71,359
Later than one year and not later than five years	159,689	194,011
Later than five years	-	-
	257,196	265,370

19. CONTINGENT LIABILITY

There is a possible but uncertain obligation dependent on the outcome of a court case (not involving the charity). At this stage it is not possible to quantify the effect that an unfavourable decision arising from the court case would have on the charity. It is also anticipated that in the event a liability became a present obligation that further funding could be obtained to cover the liability.

Autism at Kingwood

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Chief Executive - Kate Allen
Chief Operating Officer - Estelle Christmas

Autism at Kingwood is a UK registered charity,
managed by a highly skilled Senior Leadership
Team and led by a Board of Trustees

Charity No.1041924
Autism at Kingwood is a company limited by
guarantee. Registered in England No. 2980543

