

**CARE NETWORK (BLACKBURN WITH DARWEN) LTD**  
**DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Company Registration No. 6216427 (England and Wales)**

**Charity No. 1123032**



# **CARE NETWORK (BLACKBURN WITH DARWEN) LTD**

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## **CARE NETWORK (BLACKBURN WITH DARWEN) ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022**

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The Trustees of Care Network (Blackburn with Darwen) Limited present their annual report, which is also the Director's report, for the period ended 31 March 2022 together with the accounts for the period, and confirm that the latter comply with the requirements of the Charities Act 2011, the Companies Memorandum and Articles of Association, the Companies Act 2006 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)).

### **PUBLIC BENEFIT**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities.

### **CARE NETWORK - THE ORGANISATION**

Care Network (Blackburn with Darwen) Limited is a charitable company (Charity Registration number 1123032) and a company limited by guarantee (registered number 06216427).

The organisation supports vulnerable people and carers in Blackburn with Darwen and surrounding areas to live independent lives by providing access to affordable, quality assured, day-to-day services.

The Registered Office is at Spiral Heights, Second Floor, Blackburn Central Library, Town Hall Street, Blackburn, BB2 1AG.

Care Network was launched in March 2003 and was registered as a charitable company in April 2007. The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association (dated 30th March 2007). These were updated at a general meeting held on August 10th 2015 with the company's charitable objectives being altered to the following:

*The objectives of the Company shall be to provide support to vulnerable people and their carers residing in the local authority district of Blackburn with Darwen and surrounding areas ("the areas of benefit") without distinction of age, sex, sexual orientation, race or political, religious or other opinions by providing access to a network of quality approved, affordable day-to-day services in an effort to promote and foster the principles of independent living, improve self-esteem and nurture confidence amongst said persons so that they can participate more fully in society and so that their conditions of life may be improved.*

The Directors of the company are also Charity Trustees for the purpose of charity law. All those persons appointed to perform the duties of Directors of the Company are referred to as the Management Board and each member has undertaken to contribute the sum of £1 in the event of the company being insolvent on winding up.

## **CARE NETWORK (BLACKBURN WITH DARWEN) ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022**

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### **CARE NETWORK VISION**

Our vision is "For informed, empowered, resilient, independent and healthy individuals and communities in Blackburn with Darwen (and surrounding areas)."

### **CARE NETWORK MISSION**

To be the leader in connecting people with quality services and information that help local residents to make informed choices and that enables them to live independent, healthy and safe lives.

### **VALUES**

At all times, we aim to:

- Be respectful, person centred, compassionate and caring
- Be non-judgemental, honest and open
- Be impartial and fair
- Work together
- Commit to quality

### **STRAPLINE**

"Caring for you, your home and our community"

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **CARE NETWORK TRUSTEES AND DIRECTORS**

The Board of Trustees is responsible for the overall governance, management and control of the charity, working with the Care Network Chief Executive on strategic and operational development.

Decisions about day-to-day operation are taken by the Care Network Chief Executive, and decisions on matters with significant implications are brought to the Board of Trustees.

### **RECRUITMENT AND APPOINTMENT OF TRUSTEES**

The appointment of members of the Board of Trustees is reviewed every year using procedures set out by the Board of Trustees. The board seeks to appoint new trustees to maintain a broad skill mix appropriate to the work of the charity; nominations are sought through relevant voluntary, community and statutory organisations and are appointed at board meetings. There were 4 regular board meetings during the year plus an additional meeting held in March 2022.

### **CHARITY TRUSTEES AND DIRECTORS**

The directors of Care Network (Blackburn with Darwen) Limited, who are also the charity trustees, in the reporting period are:

Chairman:

Ian Bell

Trustees:

Lynne Haworth

Garth Hodgkinson

Erika Holmes

Graham Jones – resigned 9 September 2021

Alan Pickup

Vicky Shepherd

Steve Tingle

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### **INDUCTION AND TRAINING OF TRUSTEES**

All new Trustees receive induction training which is tailored to the specific needs of the individual and includes meetings and discussions with the Care Network Chief Executive, a copy of the organisation's business plan and any relevant past board papers.

### **TRUSTEE BOARD COMMITTEES**

The Trustee Board delegates areas of oversight to one board committee. This committee has Terms of Reference which are reviewed regularly and reports key issues to the Trustee Board.

### **FINANCE SUB GROUP (FSG)**

The FSG currently comprises Erika Holmes (Chair) and Vicky Shepherd. The Group addresses all financial issues to enable the Charity to achieve its financial objectives, to comply with governance and encompass risk management. The FSG meets on average once every quarter.

### **RISK MANAGEMENT**

The Board of Trustees have responsibility for implementing a managed approach to risk management. Measures are in place to carry out annual reviews of policies, procedures and systems to mitigate the risk that the charity faces. An annual organisational risk assessment and register are also submitted to the Trustees for consideration and approval. Updated risk register and strategic planning board papers are standing agenda items and are reviewed and addressed at Trustee Board Meetings.

"Internal control risks are minimised by the implementation of procedures for the authorisation of all financial transactions. A key element in the management of financial risk is the setting of a reserves policy. The external risks to funding have led us to continue developing a new strategic plan to address the need for diversification of funding and activities and following the recent COVID 19 pandemic, in new ways of working e.g. remotely.

### **GOVERNANCE**

Care Network continues to keep our governance under regular review at our board meetings with a focus on succession being more important due to the impact that Covid had on the charity.

Having completed the Charity Commission's Good Governance Code we continue to use it as a tool for continuous improvement towards the highest standards. Addressing the seven principles which make up the Code, we believe that we are in a strong position. Following another annual review of the code we collectively feel as a board that we are addressing the majority of recommendations, but we still wish to work on monitoring and reporting on board diversity - which will be considered for review by trustees in the coming year as a specific agenda item.

### **PROFESSIONAL ADVISORS:**

#### **Independent Examiners:**

Beever and Struthers  
Suite 9b, The Beehive,  
Lions Drive,  
Shadsworth  
Business Park,  
Blackburn  
BB1 2QS

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### **Bank:**

Barclays Bank plc  
8-14 Darwen St  
Blackburn  
Lancashire  
BB2 2BZ

## **CARE NETWORK'S AIMS AND OBJECTIVES**

Trustees and staff update the charity's business plan annually and identify the strategic priorities for the year. The following cover our main areas of operation and development:

- 1 **CENTRAL POINT OF ACCESS** – to be the central hub for all, providing information and access to relevant health and wellbeing options so that people can make informed choices about their lives.
  - Through maintaining current service provision and increasing the numbers of new customers using the service
  - Through expanding and improving the range and quality of partners and their offers at the centre ensuring that we are embedded as THE central information hub in BwD
  - Through maintaining and improving the quality of the service through achieving very high levels of customer and partner satisfaction
- 2 **HOME IMPROVEMENT AGENCY (HIA)** - to fulfil our potential as an innovative home improvement agency, ensuring that people are safe, healthy and independent in their homes.
  - Through researching into and developing the HIA model, identifying areas for development opportunities
  - Through supporting, developing and growing the safe trader scheme
  - Through providing a quality helpdesk service so that more customers can access our HIA services
- 3 **COMMUNITY CONNECTIONS** – to improve resilience of individuals and communities, through prevention and early action via a coordinated holistic approach and joined up locality partnership working.
  - Through developing a robust model which pulls together services to support people with multiple needs
  - Through identifying vulnerable citizens and improving their resilience through targeted support and by developing a strong presence in the community
  - Through modelling an effective and flexible single point of access and developing a framework for measuring the impact of our work
- 4 **SUSTAINABILITY** - to ensure the long-term sustainable development of the charity.
  - Through developing a more secure funding base for Care Network's long-term future
  - Through improved management, development and delivery of Care Network activities

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- Through developing a better understanding the value of the work that Care Network undertakes
  - Through better governance of the charity by increasing skills and sector representation of the board
  - Through being better able to potentially upscale and to respond to future commissions and opportunities e.g. around bidding for future contracts and building partnerships with existing agencies

### **ACTIVITIES**

In order to achieve the aforementioned priorities Care Network carries out a range of activities which enable informed, empowered, resilient, independent and healthy individuals and communities locally.

Currently this is done in three key strategic areas of operation:

- Central Point of Access - Care Network Hub service.
- Home Improvement Agency development
- Community Connections

### **CONTRACTS:**

The Central Point of Access (CPA) contract is part of the wider local Voluntary, Community and Faith Sector (VCFS) commission from Blackburn with Darwen Borough Council (BwDBC) - Helping People to Keep Happy Healthy and Well. This covers work undertaken through our Care Network Hub offer (information and signposting) and also our Safe Trader Scheme (under the Home Improvement Agency strand).

Funding has also come from BwDBC for continued delivery of the following contracts:

- Learning Disability/Autism Partnership Boards
- Healthy Homes (including the Memory Matters) project
- Child safety gates provision for the Healthy Homes project

### **GRANTS:**

This year saw us access funding from new sources:

- Eric Wright Charitable Trust – for marketing activities and a contribution towards core costs
- Covid Community Champions funding – BwD
- Covid Winter Grant Scheme – BwD
- Household Support Fund – BwD
- Excess Winter Mortality Plan - BwD
- Self Isolation project - BwD
- NHS Digital - Personalised Care programme

### **CONTINUATION GRANT FUNDING:**

- Cadent Foundation/Charities Trust for the Happy and Healthy at Home project
- Energy Redress Fund for the W@TCH project.

## **CARE NETWORK (BLACKBURN WITH DARWEN) ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022**

- Foundations Independent Living Trust (FILT) and Gas Safe Charity for the Warm & Safe Fund for gas safety checks for elderly and vulnerable customers.
- BwD Social Integration Community project from Spring North to deliver the Community Ambassador programme.
- Our Community Our Future funding (BwD) on behalf of BSL Come Together Group to support the local deaf community
- Blackburn with Darwen Community CVS - Population Health Management Project to support the Learning Disability and Autism communities in delivering the Learning Disability and Autism strategic plan.
- Community Foundation - Covid 19 Community Support Fund to increase staff hours to undertake welfare calls with residents.
- Lancashire & Cumbria Integrated Care Systems Pennine Lancs Digital Public Health and Innovations for our digital mapping and Quality Assurance project

## **ACHIEVEMENTS AND PERFORMANCE**

### **1 CENTRAL POINT OF ACCESS**

**CARE NETWORK HUB** - The Care Network Hub is an active partnership of local citizens and a range of service providers alongside community groups and the local authority. The service provides information, advice and advocacy as well as links to a range of community-based services and support. It caters for citizens of all ages and their families who need assistance to remain independent within their local community.

For people not eligible for adult care services the service provides effective delivery of one to one information, advice and signposting into alternative low level community based preventative services. The service also provides opportunities for people from different backgrounds to come together and take part in social / learning / training initiatives. The service continues to provide a valuable service locally as more people hear about the quality service we provide and as new partners continue to come on board. The following table shows figures for the service:

<b>Care Network Hub</b>	<b>2021/22</b>	<b>% difference from pre Covid figures 2019/20</b>
Customers using Care Network Hub	2,470	+24.0%
New customers	563	+60.4%
Referrals received	3,965	+25.3%
Signposts and referrals made to partners	4,744	+29.2%



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We still continued to be affected by lockdown restrictions, especially with regards to face to face support to the public. Staff returned to office work in June and the Hub doors were closed to the public until August. We then opened to the public (but by appointment only) through to November when we effectively resumed to business as usual. This has had a significant impact on the outputs for Care Network Hub.

Footfall numbers at the Hub obviously continued to be low, but these picked up towards the end of the year. During the course of 2021 – 2022 we have more or less seen a return to 'business as usual' and it will take time to rebuild the level of services and customers we supported pre-pandemic.

## **2 HOME IMPROVEMENT AGENCY**

**HEALTHY HOMES PROJECT** - *The Healthy Homes project continues to support and add value to our aspiration to become an innovative local Home Improvement Agency.*

The purpose of this service is to reduce health harms associated with housing through the provision of both universal and targeted approaches to improving health via the home. This service offer of a 'health from home' single point of access and one stop shop provides:

- Advice, information and signposting with the aims of improving health via the home
- Targeted approaches for the most vulnerable or at-risk groups including healthy homes assessment and access to handypersons services

Project staff continue to attend and play an important role in the local Integrated Neighbourhood Team (INT) structure that is evolving across the borough which facilitates closer partnership working with a range of partners.

We have managed to really grow our offer of support in this area through continuing delivery of the Cadent Foundation – Happy and Healthy at Home project and from the Energy Redress Fund – W@TCH project.

And also through a variety of new projects (funded through BwDBC) including:

- Covid Winter Grant Scheme – supporting local residents with boiler servicing and repairs and support with energy bills
- Memory Matters pilot project – supporting residents with memory issues (and their carers) with home safety assessments and provision of small aids and adaptations
- Household Support Fund – supporting local eligible households (children, families and vulnerable adults) with support with their fuel bills and with boiler servicing and repairs
- Excess Winter Mortality Plan – providing support to eligible residents with financial support for winter and safety related home repairs
- Self Isolation project – providing support to those recovering from Covid through assistive technology support

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<b>Healthy Homes</b>	<b>2021/22</b>	<b>% difference from previous year</b>
Number of referrals received	1,487	+165%
Number of customers – case worked	1,429	+119%
Number of interventions (visits/assess/ telephone calls etc) undertaken	8,401	+157%
Number of support actions undertaken (including hazard survey, advice and equipment	1,765	+101%
Number of onward signposts	915	+209%
Number of onward referrals	880	+272%

The figures above again show a significant increase in the annual number of referrals, cases, interventions and referrals/signposts made.

The Household Support Fund replaced the Covid Local Support Grant from 1st December 2021. Between April 2021 – Mar 2022 our Helpdesk staff supported 556 households (835 Adults, 869 children 5 – 18, 71 under 5's) totalling £41,870. We also supported 183 vulnerable households with top up vouchers for their gas or electricity pre-payment meter totalling £7,960.

**SAFE TRADER SCHEME** - Our safe trader scheme supports vulnerable adults and carers living in Blackburn with Darwen. From a provider perspective we have never been as successful - we now have 66 service providers (local businesses) covering 43 different service areas. All our service providers are fully qualified/experienced in the trade they provide and before being accepted onto our list of approved providers have all undergone our comprehensive quality assurance check.

**CUSTOMER AND REFERRAL FIGURES**

<b>Safe Trader Scheme</b>	<b>2021/22</b>	<b>% difference from previous year</b>
Customers	2,959	+24.0%
Referrals received	3,965	+25.3%
Onward referrals and signposts	4,744	+29.2%
New customers	563	+60.4%

The above figures show a healthy increase across all categories. We have “bounced back” from the previous year’s totals with customer (slightly higher) and referrals received levels almost the same but

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we are still way down on pre-Covid levels for onward referrals and signposts and also for new customers.

### **PROVIDERS**

During 2021/22 Care Network recruited 6 new providers taking the number of providers at the end of March 2020 to 66 covering 43 different areas of service provision.

### **MARKETING**

Marketing continues to be an important part of us getting the Care Network message out to new customers and also reminding existing customers of the new services that we have to offer. This last year we have reworked some elements of navigation on the website and also completed a new marketing, communications and engagement strategy.

We have seen an increase in new visitors on our website, with just over 84% of visitors being new to Care Network online. This is a strong indicator that we are successfully reaching new audiences and engaging them online.

We plan to increase our social search traffic in the next 12 months as we invest funds, staff and planning into our social media strategy, along with investment into some paid advertising on Facebook and rolling out the use of additional channels, such as LinkedIn and YouTube.

Care Network's Google profile has seen some fantastic results, with an increase in interactions, calls and website clicks

Additionally, 12 monthly newsletters were sent out to 1,778 recipients throughout the year.

We have also embraced social media this year and can now boast 1,335 Twitter followers and 748 Facebook followers.

### **COMPLIMENTS**

We received 348 compliments from customers.

### **COMPLAINTS**

We received 1 complaint. A comments log is kept with every comment being followed up by telephone and the outcome being logged so that any recurring issues can be identified and tackled with the relevant provider.

### **CONSULTATIONS**

We undertook ongoing consultations with our customers throughout the year through our quarterly user surveys and telephone follow up calls with Hub customers. Feedback from these informed us as to how we could develop and improve our services.

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### **3 COMMUNITY CONNECTIONS**

#### **LEARNING DISABILITY PARTNERSHIP BOARD (LDPB) AND AUTISM PARTNERSHIP BOARDS**

Care Network continued to deliver the LDPB and to support Indigo CIC with the delivery of the Autism Partnership Board.

These boards met bi-monthly (remotely) and focused on issues affecting the local learning disability and autism communities. Both boards continued to progress steadily over the last 12 months with both continuing to grow in numbers and diversity.

The purpose of the Learning Disability Partnership Board is to provide a framework for partnership working. The board will bring people with learning disabilities and their carers together with service planners and providers from the public, private and voluntary sector and the wider community to develop services that meet the needs of people with a learning disability in the borough.

Now that we have signed off the 5 year Learning Disability and Autism Strategic Plan – the “Big Plan”, we have been working hard in the delivery of the plan through establishing sub groups to address the 10 developmental areas that have been identified in the strategy. Good progress has been made in the majority of these areas with sub-group leads being appointed and meetings being held with feedback from the groups given at the full board meetings.

The 10 key areas of development in the Big Plan:

<b>1</b>	<b>Inclusion and Reducing Isolation</b>	<b>6</b>	<b>Workforce Development</b>
<b>2</b>	<b>Education and Employment</b>	<b>7</b>	<b>Good Health, Mortality &amp; transforming Care</b>
<b>3</b>	<b>Transitions Life Changes</b>	<b>8</b>	<b>The Justice System</b>
<b>4</b>	<b>Early Help</b>	<b>9</b>	<b>Leadership &amp; commissioning &amp; personalisation</b>
<b>5</b>	<b>Housing</b>	<b>10</b>	<b>Advocacy – Being Heard</b>

Delivering the plan will be the main focus of our work over the coming 12 months.

### **VOLUNTEERING**

The onset of Covid severely impacted our volunteer offer. We are currently reviewing our volunteer offer and how this can be reinvigorated/developed post Covid. This is a priority area this year and is one of the main objectives of our new Strategic Plan (2021-2024). We are looking to recruit a Volunteer Co-Ordinator post to enable this.

### **PUBLIC BENEFIT**

The Trustees have considered the Charity Commission guidance regarding public benefit and are content that the Charity has met the requirements as described above.

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### **OTHER ACHIEVEMENTS**

The past 2 years have been unprecedented in terms of the challenges faced by both local residents and by organisation's such as Care Network, who have been working with them.

Despite having to adapt and comply with changing rules and directives during the pandemic Care Network has been able to continue to provide quality services to the local residents of Blackburn with Darwen.

We have continued to successfully support increasing numbers of vulnerable residents, helping to maintain and improve their health and wellbeing and their ability to live independent lives.

Our information and signposting service, together with our Safe Trader and Healthy Homes offers continue to provide the right support and the right time for local residents and we continue to be highly regarded by our customers and local partners.

We are extremely grateful for all the financial support from our many benefactors as well as Blackburn with Darwen Borough Council with whom we have important contracts providing invaluable levels of financial assistance.

As we move into the next phase of the Covid journey, supporting vulnerable residents to recover from the impact of the pandemic, we will continue to be responsive, innovative and effective, finding resourceful ways of meeting the needs of the growing numbers of our local residents.

We continued to play an important role in the newly formed Helphub and now support residents to access fuel vouchers and support with boiler servicing and repairs.

From a strategic planning perspective we successfully developed the charity in the following areas:

- We strengthened our arrangements around new collaborative working.
- We improved our communications with stakeholders about any significant changes to our services and policies.
- We made good inroads with regards to improving our digital provision (using digital engagement, where appropriate) especially with the local disabled community.
- We continued to raise the profile of Learning Disabilities and Autism across the borough through implementation of the Big Plan.

### **ECONOMIC CONTRIBUTION FROM THE SERVICE**

Due to the pandemic we halted our volunteer activities, so no figures are provided this year.

## **CARE NETWORK (BLACKBURN WITH DARWEN) ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022**

### **EVALUATION OF OUR SERVICES**

Care Network circulates quarterly combined user surveys to all customers using our safe trader scheme and Information and Signposting service during that previous quarter. Results from this questionnaire are used to assess the quality of our existing services, to understand what matters to customers when they use our services and to ask how we could widen and improve the services that we provide. It also enables us to gain a picture of how our services are received over time. Last year

(2021/22) we sent out **3038** surveys and received **660** completed replies, a healthy response rate of **21.7%**.

Results from April 2021 – March 2022:

The Helpdesk and our providers:

- 98.0% stated that they were treated as an individual and were asked appropriate questions that understood their needs
- 94.3% were very satisfied with their experience and felt that they were directed to appropriate provider/service.
- 86.5% would be very likely to use Care Network services again and 80% would recommend us to a friend.
- 86.2% were very happy with how the Helpdesk(s) dealt with their enquiry
- 84.8% said they found it very easy to contact us by phone or to visit the Care Network Hub
- 84.3% felt more confident accessing Care Network services than arranging for work to be done themselves
- 76.0% said that the provider contacted them within 5 working days with 77.5% reporting that they turned up at the agreed time and date to carry out the work
- 75.8% felt that the price they paid was value for money
- 72% said that they felt very safe using the services of a Care Network provider
- 69.8% were very satisfied with the service provided by the provider

The impact on our customers:

- 92.8% are more aware of services that are available locally and how to access them
- 90.1% reported a positive outcome of their contact with Care Network
- 88.8% stated that they were very likely to use our services again
- 82.3% reported feeling safer after having used our quality assured services
- 82.3% reported feeling better supported and less isolated through using our services
- 71.8% reported that our support had helped them to continue to live independently in their own home
- 71.5% stated that their wellbeing and quality of life had improved.
- 47.5% stated that as a result of using Care Network services a general/mental/specific health condition had improved

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### **PRIORITIES FOR NEXT YEAR**

Despite having to adapt and comply with changing rules and directives during the pandemic Care Network has been able to continue to provide quality services to the local residents of Blackburn with Darwen.

We have continued to successfully support increasing numbers of vulnerable residents, helping to maintain and improve their health and wellbeing and their ability to live independent lives.

Our information and signposting service, together with our Safe Trader and Healthy Homes offers continue to provide the right support and the right time for local residents and we continue to be highly regarded by our customers and local partners.

Care Network has coped well with the challenges thrown at us and we have continued to support local residents to the best of our ability.

It is still hard to have a high degree of certainty as to what the next twelve months will bring, especially with regards to long Covid and the impact that will have on us all but we have identified the following priorities and we will be as organisationally agile as we can be in responding to new developments.

As we move into the next phase of the Covid journey, supporting vulnerable residents to recover from the impact of the pandemic, we will continue to be responsive, innovative and effective, finding resourceful ways of meeting the needs of the growing numbers of our local residents.

Our key priorities for this coming year are:

- To implement our new strategic plan and update in line with Covid and cost of living developments.
- To ensure all targets for funded programmes are met.
- To secure funding from a variety of sources to sustain and develop the service to meet future demand
- To consolidate our role as the Central Point of Access in the local Keeping Happy, Healthy and Well commission and to increase our offer of activities to reach more people who are or at risk of social isolation to prevent a decline in their health and wellbeing in particular through employing innovative digital platforms to engage with and support customers in getting "back to normal".
- To further develop our Healthy Homes offer, widening the variety of support that we can offer to residents.
- To reinvigorate our volunteer offer, providing opportunities to offer a wider choice of activities and recruiting additional volunteers (especially from the disabled community) to effectively support the delivery of the service.

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- To build on the successful launch of the Learning Disability and Autism strategy for BwD, look to improve the local offer for residents in the 10 priority areas identified in the strategy and to successfully campaign for improving people's lives from these communities.
- We will also need to secure funding from a variety of other sources to generate income in new ways so that we can sustain and develop our services to meet future demand and to explore new service models/partnerships seeking a mix of funding to drive new initiatives, both statutory and non-statutory.
- To better promote our services to increase our reach to those local residents who could benefit from our services and to further raise our profile and increase donations from customers, providers, and local businesses.
- To develop our ability to provide effective services for local residents through digital provision and to further develop our work on digital mapping and the quality assurance of the information.
- To continue to respond to any needs identified and reported by our helpdesks by recruiting new partners, providers and/or by supporting organisations to develop new services whilst always ensuring that our quality assurance standards are maintained.
- Partnership working will, more than ever, be crucial to our development, especially after this last Covid interrupted year. We will continue to work collaboratively with a range of existing partners in the borough especially through our Hub offer and will look to develop new relationships with other providers, promoting the Hub as a local resource that people can go to for appropriate health and wellbeing support.
- To increase our presence out in the community and to further embed our role in the Integrated Neighbourhood Teams and Primary Care Networks and Social Prescribing Networks.
- To successfully complete reaccreditation for the HIA Foundations Quality Mark.
- To resume our full programme of face-to-face activities, whilst still offering some online provision and to continue to increase the number and range of activities available across the borough, wherever we can developing a range of self-led groups across the borough.
- To continue to maintain and improve the quality of the service through achieving very high levels of customer and partner satisfaction

### **PRINCIPAL FUNDING SOURCES**

The principle funders of the charitable company are Blackburn with Darwen Borough Council.



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### **FINANCIAL REVIEW**

Net income for the year was £122,236 (2021: £34,738). £77,209 of this relates to income received in the year which is to be spent on specific activities in 2022/23 and beyond. The charity had net assets of £292,049 (2021: £169,813) at the year end and has cash at the bank of £407,325 (2021: (£202,739).

This year has seen the charity report an improved position financially. We have successfully secured additional funding so that we could meet the additional demands on local residents in light of the difficulties facing us all during lockdown and the impending cost of living crisis. In particular this can be seen through our involvement in the delivery of the Household Support Fund and Covid Community Champions project. Additionally we have managed to grow our Healthy Homes offer through the accession of a range of funds.

At the time of writing this report the country continues to deal with the Covid 19 pandemic. It is still hard to say as to what challenges may arise over the next twelve months, especially in light of the unknown effects of long Covid. What we do know however is that the current position of our major fund providers is known over the next year and barring a change of that position we anticipate a slight decrease in income compared to the current year while new funding sources are secured. We will continue to budget on this basis. It should be noted that we have managed to build a level of reserves in preceding years. The Trustees, in conjunction with the management, are constantly reviewing whether allocation from reserves should be made to support service delivery where other funding options do not exist.

### **RESERVES POLICY**

Care Network aims to hold free reserves of between 3 and 6 months of the resources expended on the core costs of the charity. This will enable current activities and liabilities to be met in the event of a significant drop in funding.

### **DESIGNATED FUNDS**

Designated funds are designated for the following purposes: Business continuity – the purpose of this is to support business continuity through our reserves policy.

### **TRUSTEES' RESPONSIBILITY FOR THE FINANCIAL STATEMENTS**

The Trustees (who are also directors of Care Network (Blackburn with Darwen) Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources

## **CARE NETWORK (BLACKBURN WITH DARWEN) ANNUAL REPORT FOR THE PERIOD ENDED 31 MARCH 2022**

and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

### **TRUSTEE INDEMNITY POLICY**

There is a Trustee Indemnity Policy in place for the company's Trustees.

### **SMALL COMPANY**

This report has been prepared in accordance with provisions within Part 15 of the Companies Act 2006 as they relate to small companies.

Approved by the trustees on 14/11/22 and signed on their behalf by:



Ian Bell  
Director

## CARE NETWORK (BLACKBURN WITH DARWEN) LTD

### INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF CARE NETWORK (BLACKBURN WITH DARWEN) LIMITED ("the Company")

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I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

#### **Respective responsibilities of trustees and examiners**

As the charity's Trustees of the Company (and also its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### **Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the Act; or
- (2) the accounts do not accord with these records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Suzanne Lomax

Institute of Chartered Accountants in England and Wales

Beever and Struthers

One Express

1 George Leigh Street

Manchester

M4 5AD

Date: 22 November  
2022

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

## STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
<b>INCOME AND ENDOWMENTS FROM</b>					
<i>Income from donations and legacies</i>					
Income from donations	2	4,659	-	4,659	7,432
<i>Income from charitable activities</i>					
Promoting & Supporting Independent Living	3	434,776	201,925	636,701	417,728
<i>Other income</i>					
Income from Investments		8	-	8	106
<b>Total incoming resources</b>		<b>439,443</b>	<b>201,925</b>	<b>641,368</b>	<b>425,266</b>
<b>EXPENDITURE ON</b>					
<i>Charitable activities</i>					
Promoting & Supporting Independent Living	4	347,701	171,431	519,132	390,528
<b>Total expenditure</b>		<b>347,701</b>	<b>171,431</b>	<b>519,132</b>	<b>390,528</b>
<b>Net income/ (expenditure)</b>	5	<b>91,742</b>	<b>30,494</b>	<b>122,236</b>	<b>34,738</b>
Transfer between funds	11, 12	254	(254)	-	-
<b>Net movement in funds</b>		<b>91,996</b>	<b>30,240</b>	<b>122,236</b>	<b>34,738</b>
<i>Reconciliation of funds</i>					
Total funds brought forward	11, 12	160,174	9,639	169,813	135,075
<b>Total funds carried forward</b>	11, 12	<b>252,170</b>	<b>39,879</b>	<b>292,049</b>	<b>169,813</b>

The notes on pages 20 to 34 form part of these accounts.

All incoming resources and resources expended are derived from continuing activities.

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

## BALANCE SHEET AS AT 31 MARCH 2022

	Note	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible fixed assets	7	1,506	-
<b>Current Assets</b>			
Debtors	8	101,343	45,594
Cash at bank and in hand		407,325	202,739
		<u>508,668</u>	<u>248,333</u>
<b>Creditors</b>			
Amounts falling due within one year	9	(218,125)	(78,520)
<b>Net Current Assets</b>		<u>290,543</u>	<u>169,813</u>
<b>Net Assets</b>		<u>292,049</u>	<u>169,813</u>
<b>Funds</b>			
Unrestricted funds			
- General funds	11	252,170	160,174
Restricted funds	12	39,879	9,639
		<u>292,049</u>	<u>169,813</u>

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standard applicable to the UK and Republic of Ireland'.

Approved by the trustees on 14.11.22 and signed on their behalf by:

Ian Bell  
Chair



Company Registration No: 6216427

The notes on pages 20 to 34 form part of these accounts.

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

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### 1 Principal accounting policies

#### (a) Basis of accounting

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) – Second edition October 2019- 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) and the Companies Act 2006.

Care Network (Blackburn with Darwen) Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### (b) Incoming resources:

##### Service Level Agreements

Service Level Agreements (SLA's) are recognised as the services are performed.

##### Grants

Grants, including grants for the purchase of fixed assets are apportioned to the Statement of Financial Activities in the year to which they relate.

##### Donations and legacies, and other forms of voluntary income

Donations and legacies and other forms of voluntary income are recognised in full in the Statement of Financial Activities when entitlement is probable and the amount receivable can be measured with sufficient reliability.

#### (c) Resources expended

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

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes costs that can be allocated directly to such activities and the associated support costs

- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource.

#### (d) Fund Accounting

##### Restricted funds

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund.

##### Unrestricted funds

Unrestricted funds are donations and other income received or generated for the objects of the Charity without further specified purpose and are available as general funds.

##### Designated funds

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

#### (e) Depreciation

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised. Depreciation of fixed assets is charged by annual instalments commencing with the year of acquisition at rates estimated to write off their cost less any residual value over the expected useful lives, which are as follows:

Office Equipment	33% Straight-line Method
Fixtures & Fittings	20% Straight-line Method

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

**(f) Operating leases**

Rentals payable and receivable under operating leases are charged against income on a straight line basis over the lease term.

**(g) Pensions**

The company makes contributions in to a stakeholder pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

**(h) Financial instruments**

The Charity only has financial assets and financial liabilities off a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their fair value.

<b>2</b>	<b>Income from Donations and Legacies</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2021 Total £</b>	<b>2021 Total £</b>
	Donations	4,659	-	4,659	7,432
		4,659	-	4,659	7,432

<b>3</b>	<b>Promoting &amp; Supporting Independent Living</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2022 Total £</b>
	<b>Contracts &amp; Service Level Agreements</b>			
	Blackburn with Darwen Borough Council			
	- LD Partnership Board	15,000	-	15,000
	Blackburn with Darwen Borough Council			
	- Helping People to Stay Happy, Healthy and Well	242,609	-	242,609
	Blackburn with Darwen Borough Council			
	- Healthy Homes Project	63,785	-	63,785
	Blackburn with Darwen Borough Council			
	- Healthy Homes Child Safety Equipment	9,994	-	9,994
	Blackburn with Darwen Borough Council			
	- Healthy Homes - Memory Matters Project	15,000	-	15,000
	Blackburn with Darwen Borough Council			
	- DHSC Funded Self Isolation Project	3,925	-	3,925
	Blackburn with Darwen Borough Council			
	- Excess Winter Mortality Plan	15,000	-	15,000
	Lancashire & South Cumbria FT			
	- Personalised Care Project	41,000	-	41,000
	NHS - Greater Preston CCG			
	- Lancashire Services Finder - Helpdesk and Assurance Project	12,500	-	12,500
	<b>Grants:</b>			
	Age UK BWD - No Place Like Home Leaflets	48	-	48
	Blackburn with Darwen Borough Council - Covid Community Champions	-	60,000	60,000
	Blackburn with Darwen Borough Council - Covid Local Support Scheme for Core Services and Utilities	-	4,250	4,250
	Blackburn with Darwen Borough Council - Covid Winter Grant Scheme	-	12,250	12,250
	Blackburn with Darwen Borough Council - Healthy Homes - Stay Warm Booklets	915	-	915
	Blackburn with Darwen Borough Council - Household Support Fund	-	135	135
	Blackburn with Darwen Borough Council - Our Community Our Future - British Sign Language	-	4,210	4,210

## CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

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Blackburn with Darwen CVS - Population Health Management Project	-	12,911	12,911
Charities Trust - H&H@H Cadent Foundation	-	48,237	48,237
The Energy Saving Trust - Energy Redress	-		
WaTCH Project	-	24,333	24,333
Eric Wright Charitable Trust - Excellence Award Grant and Core Services	15,000	-	15,000
Foundations Independent Living Trust - NEA - Warm & Safe Fund and Gas Safe Charity	-	3,104	3,104
NHS Greater Preston CCG - CCG Data Mapping Project	-	10,800	10,800
Northern Digital Catalyst - HLSC Assurance Support for Digital Gaps	-	2,500	2,500
Pennine Lancs Digital Public Health and Innovations - Digital Mapping Project	-	4,995	4,995
Spring North Ltd - Social Integration - Community Ambassadors		14,200	14,200
	<u>434,776</u>	<u>201,925</u>	<u>636,701</u>



# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

<b>Promoting &amp; Supporting Independent Living</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2021 Total £</b>
<b>Contracts &amp; Service Level Agreements</b>			
Blackburn with Darwen Borough Council			
- LD Partnership Board	15,000	-	15,000
Blackburn with Darwen Borough Council			
- Central Point of Access	253,000	-	253,000
Blackburn with Darwen Borough Council			
- Healthy Homes Project	63,785	-	63,785
<b>Grants:</b>			
Active Lancashire - TEF Virtual Reality Project	-	3,690	3,690
Age UK Blackburn with Darwen - Stepping Stones Project - Relax & Chat	-	6,876	6,876
Blackburn with Darwen Borough Council - Contribution to IT Costs re LDPB	250	-	250
Blackburn with Darwen Borough Council - Covid Winter Grant Scheme	-	16,600	16,600
Blackburn with Darwen CVS - Population Health Management Project	-	2,850	2,850
Charities Trust - H&H@H Cadent Foundation	-	20,099	20,099
Community Foundation - Covid 19 Community Support Fund	-	4,697	4,697
The Energy Saving Trust - Energy Redress Covid 19 Crisis Fund	-	8,961	8,961
The Energy Saving Trust - Energy Redress WaTCH Project	-	13,655	13,655
Foundations Independent Living Trust - NEA - Warm & Safe Fund and Gas Safe Charity Lancashire & Cumbria	-	1,100	1,100
Integrated Care Systems - CCG Digital Mapping Project	-	4,500	4,500
Pennine Lancs Digital Public Health and Innovations - Digital Mapping Project	1,665	-	1,665
Spring North Ltd - IT/computer costs re Covid	-	1,000	1,000
	<u>333,700</u>	<u>84,028</u>	<u>417,728</u>

### 4 Expenditure on Charitable Activities

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>2022 Total £</b>
<b>Charitable activities:</b>			
<b>Promoting &amp; supporting independent living</b>			
Staff and Volunteer Costs	247,984	98,650	346,634
Consultancy Costs	1,860	-	1,860
Premises Costs	42,254	757	43,011
Office Costs	40,202	7,894	48,096
Marketing and Promotion	4,490	1,370	5,860
Bank Charges	218	-	218
Heating Grants, Vouchers and Project Costs	5,090	62,760	67,850
Trustees Indemnity Insurance	2,707	-	2,707
Independent Examination Fees	2,520	-	2,520
Fixtures and Fittings Depreciation	376	-	376
	<u>347,701</u>	<u>171,431</u>	<u>519,132</u>

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

### Expenditure on Charitable Activities (prior year)

	Unrestricted Funds £	Restricted Funds £	2021 Total £
<b>Charitable activities:</b>			
<b>Promoting &amp; supporting independent living</b>			
Staff and Volunteer Costs	228,776	54,086	282,862
Consultancy Costs	1,925	1,025	2,950
Premises Costs	43,544	589	44,133
Office Costs	26,720	8,334	35,054
Marketing and Promotion	982	1,348	2,330
Bank Charges	219	-	219
Heating Grants and Vouchers	-	17,806	17,806
Trustees Indemnity Insurance	2,804	-	2,804
Independent Examination Fees	2,370	-	2,370
Gifts in Kind - rent of premises	-	-	-
	<u>307,340</u>	<u>83,188</u>	<u>390,528</u>

### 5 Net income / (expenditure) is after charging:

	2022 £	2021 £
Independent Examination fees	2,520	2,370
Fixtures and Fittings Depreciation	376	-
Operating lease rentals - other	30,560	30,560
Operating lease rentals - plant and equipment	<u>4,246</u>	<u>4,771</u>

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

### 6 Taxation on surplus on ordinary activities

As the Company is a registered charity no provision has been made for corporation tax.

### 7 Tangible Fixed Assets

	Office Equipment £	Fixtures & Fittings £	Total £
<b>Cost</b>			
Balance at 1 April 2021	7,750	2,920	10,670
Additions	-	1,882	1,882
Balance at 31 March 2022	<u>7,750</u>	<u>4,802</u>	<u>12,552</u>
<b>Depreciation</b>			
Balance at 1 April 2021	7,750	2,920	10,670
Charge for the year	-	376	376
Balance at 31 March 2022	<u>7,750</u>	<u>3,296</u>	<u>11,046</u>
<b>Net book value</b>			
31 March 2022	<u>-</u>	<u>1,506</u>	<u>1,506</u>
31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>

### 8 Debtors

	2022 £	2021 £
Trade debtors	69,081	6,200
Other debtor	-	-
Prepayments and accrued income	32,262	39,394
	<u>101,343</u>	<u>45,594</u>

### 9 Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditor	964	1,291
Accruals	25,787	10,295
Deferred income (see note 10)	150,939	44,576
Pension creditor	-	2,598
PAYE & VAT creditor	40,435	19,760
	<u>218,125</u>	<u>78,520</u>

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

### 10 Deferred income

	2022 £	2021 £
Balance at 1 April 2021	44,576	1,665
Amount released to incoming resources	(44,576)	(1,665)
Amount deferred in year	150,939	44,576
Balance at 31 March 2022	150,939	44,576

11 Unrestricted funds	1 April 2021 £	Incoming £	Outgoing £	Transfers	31 March 2022 £
<b>Current year</b>					
Unrestricted Funds:					
Designated funds	142,528	-	-	43,892	186,420
Unrestricted and Undesignated Funds	17,646	439,443	(347,701)	(43,638)	65,750
	160,174	439,443	(347,701)	254	252,170

Designated funds - are funds designated for business continuity

Unrestricted funds	1 April 2020 £	Incoming £	Outgoing £	Transfers	31 March 2021 £
<b>Prior year</b>					
Unrestricted Funds:					
Designated funds	108,481	-	-	34,047	142,528
Unrestricted and Undesignated Funds	17,795	341,238	(307,340)	(34,047)	17,646
	126,276	341,238	(307,340)	-	160,174

Designated funds - are funds designated for business continuity

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

12	Restricted funds Current year	1 April 2021	Incoming £	Outgoing £	Transfers	31 March 2022 £
	Blackburn with Darwen Borough Council - Child Safety Equipment	1,359	-	-	-	1,359
	Blackburn with Darwen Borough Council - Covid Community Champions	-	60,000	(48,117)	-	11,883
	Blackburn with Darwen Borough Council - Covid Local Support Scheme for Core Services and Utilities	-	4,250	(4,250)	-	-
	Blackburn with Darwen Borough Council - Covid Winter Grant Scheme	7,801	12,250	(1,750)	-	18,301
	Blackburn with Darwen Borough Council - Household Support Fund	-	135	(135)	-	-
	Blackburn with Darwen Borough Council - Our Community Our Future - British Sign Language	361	4,210	(2,902)	-	1,669
	Blackburn with Darwen CVS - Population Health Management Project	-	12,911	(12,911)	-	-
	Charities Trust - H&H@H Cadent Foundation	258	48,237	(47,894)	-	601
	The Energy Saving Trust - Energy Redress WaTCH Project	(394)	24,333	(24,470)	-	(531)
	Foundations Independent Living Trust - Gas Safe Charity	-	3,104	(2,375)	-	729
	NHS Greater Preston CCG - CCG Data Mapping Project	-	10,800	(10,800)	-	-
	Northern Digital Catalyst - HLSC Assurance Support for Digital Gaps	-	2,500	(2,500)	-	-
	Pennine Lancs Digital Public Health and Innovations - Digital Mapping Project	-	4,995	(4,995)	-	-
	Spring North Ltd - Social Integration Community Ambassadors Project	-	14,200	(8,332)	-	5,868
	Spring North Ltd - 5 A Side Football Project	254	-	-	(254)	-
		<u>9,639</u>	<u>201,925</u>	<u>(171,431)</u>	<u>(254)</u>	<u>39,879</u>

## CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

---

**Blackburn with Darwen Borough Council - Child Safety Equipment**

Monies brought forward from March 2021 of £1,359 from BwD BC to cover cost of the purchase and fitting of child safety equipment.

**Blackburn with Darwen Borough Council - Covid Community Champions Project**

Funding for £60,000 from Blackburn with Darwen Borough Council was received to provide partnership service delivery costs of £35,000; contribution to staff costs £10,828; Marketing costs of £2,500; professional fees of £4,000 and management and office costs of £7,672. Part of the expenditure were contributions towards drama performance costs which is to take place in 2022.

**Blackburn with Darwen Borough Council - Covid Local Community Scheme**

Funding for £4,250 was received from BwD BC for covid related core, admin and utilities costs

**Blackburn with Darwen Borough Council - Covid Winter Grant Scheme**

Monies brought forward from March 2021 and additional funding received from BwD BC of £12,250 to pay for service user gas repairs, signposting services and administration costs, and this project has been extended into 2022.

**Blackburn with Darwen Borough Council - Household Support Fund**

Funding for £480 was received for referrals in March 2022 and a further £480 in April 2022 and £9,750 for delivery of household support services from January 2022 to March 2022. A further £51,000 was received in March 2022 for the period from Apr 2022 to October 2022. This was for £12,000 delivery of household support services in North and West; £30,000 for service users' boiler servicing, repairs and replacements and light bulbs; £3,000 administration fee and £6,000 for service users' utility bills.

**Blackburn with Darwen Borough Council - Our Community Our Future - British Sign Language**

Funding for £361 was brought forward at 31 March 2021 and further funding of £4,210 was received from BwD BC for Our Community Our Future in conjunction with British Sign Language. This is for funding to provide translation services for various meetings and groups.

**Blackburn with Darwen CVS - Population Health Management Project**

Funding was received from BWD CVS of 1£2,911 from to March 2022. This project funds staff and core contribution costs.

**Charities Trust - H&H@H Cadent Foundation**

Funding was carried forward from March 2021 of £258 and further funding received from the Charities Trust for £48,237 for the year to March 2022. This project funds staff costs, service user heating vouchers, office and management costs. This project runs to October 2022.

**The Energy Trust - Energy Redress WaTCH Project**

Funding due of £394 was brought forward from March 2022 and further funding was received of £24,333 for the year to March 2022. This project funded staff and office costs. This project runs to August 2022.

**Foundations Independent Living Trust - Gas Safe Charity**

Monies received to assist in the provision of gas safety equipment and services for elderly and vulnerable adults who cannot afford to purchase the services.

**NHS Greater Prenton CCG - CCG Data Mapping Project**

Funding was received of £10,800 to cover staff costs for the period to March 2022.

**Northern Digital Catalyst - HLSC Assurance Support for Digital Gaps**

Funding was received of £2,500 to cover staff costs for April 2021.

**Pennine Lancs Digital Public Health and Innovations - Digital Mapping Project**

Funding was received of £4996 to cover staff costs for the period to May to June 2021.

**Spring North Ltd - 5 A Side Football Project**

Grant to equip a Five A Side Football team to participate in the Social Inclusion football league and fund licences and travel costs etc. This was transferred to core due to Covid.

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

### Spring North Ltd - Social Integration Community Ambassadors Project

Funding for £8,000 was received to March 2022 from Spring North Ltd for the Community Ambassador Programme. This is for funding for a range of activities including training and evaluation. These costs will fund the PBDC for 1 day a week to deliver this plus some management costs. A further funding of £6,200 was received in March 2021 for ongoing support for project activities.

<b>Restricted funds Prior year</b>	<b>1 April 2020</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Transfers</b>	<b>31 March 2021</b>
		<b>£</b>	<b>£</b>		<b>£</b>
Active Lancashire - TEF Virtual Reality	-	3,690	(3,690)	-	-
Age UK BwD - Stepping Stones Project - Relax and Chat	3,789	6,876	(10,665)	-	-
Blackburn with Darwen Borough Council - Child Safety Equipment	1,439	-	(80)	-	1,359
Blackburn with Darwen Borough Council - Our Community Our Future - British Sign Language	1,386	-	(1,025)	-	361
Blackburn with Darwen Borough Council - Covid Winter Grant Scheme	-	16,600	(8,799)	-	7,801
Blackburn with Darwen CVS - Population Health Management Project	-	2,850	(2,850)	-	-
Charities Trust - H&H@H Cadent Foundation	-	20,099	(19,841)	-	258
Community Foundation - Covid 19 Community Support Fund	-	4,697	(4,697)	-	-
The Energy Saving Trust - Energy Redress Covid 19 Crisis Fund	-	8,961	(8,961)	-	-
The Energy Saving Trust - Energy Redress WaTCH Project	-	13,655	(14,049)	-	(394)
Foundations Independent Living Trust - Gas Safe Charity	285	1,100	(1,385)	-	-
Lancashire and Cumbria Integrated Care Systems - CCG Digital Mapping	-	4,500	(4,500)	-	-
Spring North Ltd - Social Integration Community Ambassadors Project	1,646	-	(1,646)	-	-
Spring North Ltd - 5 A Side Football Project	254	-	-	-	254
Spring North Ltd - IT/Computer costs	-	1,000	(1,000)	-	-
	<u>8,799</u>	<u>84,028</u>	<u>(83,188)</u>	<u>-</u>	<u>9,639</u>

## CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

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**Active Lancashire - TEF Virtual Reality Project**

Funding for £3,690 for virtual reality equipment for the TEF project, and to cover licences and support costs for the period from November 2020 to 31 March 2021

**Age UK BwD - Stepping Stones Project - Relax & Chat**

Funding for £13,752 was received from Age UK for the period from April 2019 to March 2020, and a further £6,876 was received from April 2020 to September 2020, towards management costs, volunteer and travel costs and contributions towards room hire, IT and marketing.

**Blackburn with Darwen Borough Council - Child Safety Equipment**

Monies brought forward from March 2020 of £1,439 from BwD BC to cover cost of the purchase and fitting of child safety equipment.

**Blackburn with Darwen Borough Council - Our Community Our Future - British Sign Language**

Funding for £1,386 was brought forward at 31 March 2020 from BwD BC for Our Community Our Future in conjunction with British Sign Language. This is for funding to provide translation services for various meetings and groups.

**Blackburn with Darwen Borough Council - Covid Winter Grant Scheme**

Funding received from BwD BC of £16,600 to pay for service user gas repairs, signposting services and administration costs, from December 2020 and part has been carried forward to the year ended March 2022

**Blackburn with Darwen CVS - Population Health Management Project**

Funding was received from BWD CVS of £2,850 from January 2021 to March 2021, with further funding received to May 2021. This project funds staff and core contribution costs.

**Charities Trust - H&H@H Cadent Foundation**

Funding received from the Charities Trust for £20,099 for the period from November 2020 to March 2021. This project funds staff costs, service user heating vouchers, office and management costs.

**Community Foundation - Covid 19 Community Support Fund**

Funding was received for £4,697 to cover staff costs for the period from May 2020 to July 2020.

**The Energy Trust - Energy Redress Covid 19 Crisis Fund**

Funding was received of £19,986 in July but £11,025 was repaid in November 2020 due to commitments to similar projects. This project was for heating grants and administration costs.

**The Energy Trust - Energy Redress WaTCH Project**

Funding was received of £13,655 for the period from September 2020 to March 2021. This project funded staff and office costs.

**Foundations Independent Living Trust - Gas Safe Charity**

Monies received to assist in the provision of gas safety equipment and services for elderly and vulnerable adults who cannot afford to purchase the services.

**Lancashire and Cumbria Integrated Care Systems - CCG Digital Mapping Project**

Funding was received of £4,500 to cover staff costs from November 2020 to March 2021, with further funding received to June 2021.

**Spring North Ltd - 5 A Side Football Project**

Grant to equip a Five A Side Football team to participate in the Social Inclusion football league and fund licences and travel costs etc.

**Spring North Ltd - Social Integration Community Ambassadors Project**

Funding to March 2020 for £11,110 was received from Families Health and Wellbeing Consortium (now Spring North Ltd) for the Community Ambassador Programme. This is for funding for a range of activities including asset mapping, ABCD training and evaluation. These costs funded a helpdesk officer for 6 months. At 31 March 2020 £1,646 was brought forward and spent in the year to 31 March 2021.

**Spring North Ltd - IT/Computer costs**

A grant was received for £1,000 in April 2020 to cover computer costs and was fully spent by July 2020.



## CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

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#### 13 Information regarding employees and trustees

	2020	2021
Average number of employees in the year	16	12
Staff costs comprise:	£	£
- Wages and salaries	291,658	237,551
- Social security costs	23,483	14,481
- Stakeholder pension contributions	34,688	30,646
	<u>349,829</u>	<u>282,678</u>

No employees earned over £60,000.

There were £Nil expenses paid to Trustees (2021 - £Nil).

Employee benefits paid to key management personnel totalled £49,159 (2021: £46,579).

The Charity purchased insurance costing £3,832 to protect the Charity from loss arising from neglect or default of its Trustees and to indemnify the Trustees against the consequence of neglect or default on their part.

#### 14 Pension costs

The company makes contributions in to a stakeholder pension scheme. The pension cost charge represents the contributions payable by the company to the scheme. The charge for the year is £34,688 (2021: £30,646).

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

### 15 Analysis of assets and liabilities between funds Current year

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Fixed Assets	1,506	-	1,506
Current assets:			
- Debtors	91,157	10,186	101,343
- Cash at bank and in hand	273,232	134,093	407,325
Creditors	(113,725)	(104,400)	(218,125)
Total	252,170	39,879	292,049

### Analysis of assets and liabilities between funds Prior year

	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Fixed Assets	-	-	-
Current assets:			
- Debtors	26,311	19,283	45,594
- Cash at bank and in hand	167,109	35,630	202,739
Creditors	(33,246)	(45,274)	(78,520)
Total	160,174	9,639	169,813

### 16 Financial commitments and operating leases

At 31 March 2022 there were annual commitments under non-cancellable operating leases as set out below:

	Land & Buildings		Other Assets	
	2022 £	2021 £	2022 £	2021 £
Operating leases which expire:				
Within one year	13,765	13,765	1,051	809
Within two to five years	-	-	-	823
	13,765	13,765	1,051	1,632

### 17 Legal status of the charity

The Charity is a company limited by guarantee and has no share capital. Every member of the Company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time they are a member, or within one year afterwards, for the payments of the debts and liabilities of the Company contracted before the time at which they cease to be a member and the costs, charges and expenses of winding up the same, and for the adjustments of the rights of the contributions among themselves such amount as may be required not exceeding £1.

### 18 Related party transactions

There were no related party transactions in either the current or prior year

## **CARE NETWORK (BLACKBURN WITH DARWEN) LTD**

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

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#### **20 Covid-19 Pandemic**

From March 2020 the Covid-19 pandemic affected the country. It is impossible to have a high degree of certainty as to the outcomes that may arise over the next twelve months. All that can be said is that the current position of our major fund providers is known over the next year and barring a change of that position will result in a reduction of income compared to the current year. We have budgeted on that basis. It should be noted that we have managed to build a level of reserves in preceding years. The Trustees, in conjunction with the management, are constantly reviewing whether allocation from reserves should be made to support service delivery where other funding options do not exist.

# CARE NETWORK (BLACKBURN WITH DARWEN) LTD

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

### 19 Statement of Financial Activities - 2021

	Note	Unrestricted Funds £	Restricted Funds £	2021 Total £
<b>INCOME AND ENDOWMENTS FROM</b>				
<i>Income from donations and legacies</i>				
Income from donations	2	7,432	-	7,432
<i>Income from charitable activities</i>				
Promoting & Supporting Indepe	3	333,700	84,028	417,728
<i>Other income</i>				
Income from Investments		106	-	106
<b>Total incoming resources</b>		<u>341,238</u>	<u>84,028</u>	<u>425,266</u>
<b>EXPENDITURE ON</b>				
<i>Charitable activities</i>				
Promoting & Supporting Indepe	4	307,340	83,188	390,528
<b>Total expenditure</b>		<u>307,340</u>	<u>83,188</u>	<u>390,528</u>
<b>Net income/ (expenditure)</b>	5	33,898	840	34,738
Transfer between funds	11, 12	-	-	-
<b>Net movement in funds</b>		<u>33,898</u>	<u>840</u>	<u>34,738</u>
<i>Reconciliation of funds</i>				
Total funds brought forward	11, 12	126,276	8,799	135,075
<b>Total funds carried forward</b>	11, 12	<u>160,174</u>	<u>9,639</u>	<u>169,813</u>