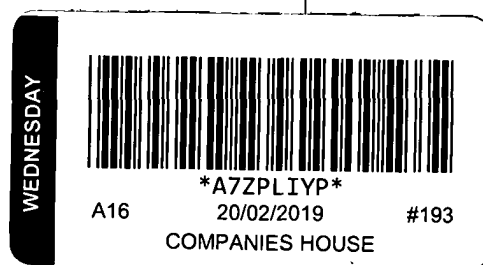


**REGISTERED COMPANY NUMBER: 06799376 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1128443**



**Report of the Trustees and  
Audited Financial Statements for the Year Ended 31 August 2018  
for  
Cardiff City FC Community Foundation**

Radnor House  
Greenwood Close  
Cardiff Gate Business Park  
Cardiff CF23 8AA



BPU Limited  
Chartered Accountants  
Statutory Auditor  
Radnor House  
Greenwood Close  
Cardiff Gate Business Park  
Cardiff  
CF23 8AA

Registered to carry on audit work  
and regulated for a range of  
investment business activities by  
the Institute of Chartered  
Accountants in England and Wales.

**bpu** Chartered Accountants is a  
trading name of BPU Ltd  
Company Number 3723948  
Registered in Wales

A list of directors is available from the  
registered office above

# **Cardiff City FC Community Foundation**

## **Contents of the Financial Statements for the Year Ended 31 August 2018**

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	<b>Page</b>
Report of the Trustees	1 to 9
Report of the Independent Auditors	10 to 12
Statement of Financial Activities	13
Balance Sheet	14 to 15
Cash Flow Statement	16
Notes to the Cash Flow Statement	17
Notes to the Financial Statements	18 to 25
Detailed Statement of Financial Activities	26 to 27

## **Cardiff City FC Community Foundation**

### **Report of the Trustees for the Year Ended 31 August 2018**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2018. The trustees have adopted the provisions of 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 2015).

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

06799376 (England and Wales)

##### **Registered Charity number**

1128443

##### **Registered office**

The Pod, Capital Retail Park  
Leckwith Road  
Canton  
Cardiff  
CF11 8EG

##### **Trustees**

L Andrews	Chair of Trustees	
A Colville	Chair of Trustees	- resigned 09/11/2017
R V Lewis	Chartered Accountant	
S Mansfield	Workforce & Organisation Business Partner	
V K Choo	Chief Executive Officer/Director	
S Borley	Group Managing Director	
R Vaughan	Housing Association Manager	- resigned 29/01/2018
M A Hamer	Solicitor	
C D Hatcher	Chartered Accountant	
K Griffiths	Accountant/Project Manager	
K M Sheppard	Head of Fundraising	- appointed 22/10/2018
K Dalton	Director	- appointed 22/10/2018
H Dafydd	Assistant Director of Regulation	- appointed 22/10/2018

##### **Foundation Director**

Gavin Hawkey

## **Cardiff City FC Community Foundation**

### **Report of the Trustees for the Year Ended 31 August 2018**

---

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Auditors**

BPU Limited  
Chartered Accountants  
Statutory Auditor  
Radnor House  
Greenwood Close  
Cardiff Gate Business Park  
Cardiff  
CF23 8AA

##### **Bank**

Barclays Bank plc  
St Davids Cardiff  
28 Working Street  
Cardiff  
CF10 2DP

#### **Executive Summary**

Cardiff City FC Community Foundation (the Foundation) is the official charity of Cardiff City FC. Established in 2009, our mission is to use the unique appeal of Cardiff City FC to change lives. Put simply, 'our club changes lives'.

We launched a new five-year strategy in 2017 which sets out our ambitious plans for the future. Our goal is to support children, young people and families in South Wales to achieve their full potential. We focus on three key outcomes; health & wellbeing, education and employment and reducing offending and reoffending.

As the official charity of Cardiff City FC we occupy a position at the heart of communities across South Wales. We are the largest sport for social good charity in South Wales with an unrivalled reputation for providing sport and education activities.

Our activities, projects and services are grouped into three departments: education, inclusion, sport and health.

## **Cardiff City FC Community Foundation**

### **Report of the Trustees for the Year Ended 31 August 2018**

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#### **Objectives and Activities for the Public Benefit**

The Foundation's objectives are for the benefit of the public generally and, in particular, the inhabitants of Cardiff and its surrounding areas:

- To promote community participation in healthy recreation by providing facilities for the playing of association football and other sports capable of improving health ('facilities' in this case means land, buildings, equipment and organising sporting activities).
- To provide and assist in providing facilities for sport, recreation or other leisure time occupation of such persons who have need for such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving their conditions of life;
- To advance the education of childhood and young people through such means as the trustees think fit in accordance with the law of charity; and
- For the general purposes of such charitable bodies or for such other exclusively charitable purposes in each case as the trustees may from time to time decide.

The trustees confirm that they have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Foundation's aims and objectives and in planning new activities.

#### **Key Achievements and Performance 2017/18**

The strategy and business plan identify three outcomes (strategic objectives) and five pillars (business objectives) for the period. This review sets out the key achievements and performance against the outcomes and business objectives:

##### **Participation**

During the year the Foundation engaged with 13,440 participants. This exceeded our engagement target of 12,000 participants.

##### **Education & Employment**

**Improved attitude towards and enjoyment of learning** - 70% of participants engaged in literacy interventions through Primary Stars reported an increase in confidence in reading. 71% reported an increase in confidence in writing. 90% of participants engaged in our Primary Stars transition project reported an increase in motivation towards learning.

**Increased educational attainment** - 100% of participants in our Futsal BTEC Level 3 achieved their qualification.

**Progressions into education, employment & training** - 97% of Futsal BTEC Level 3 participants progressed into further education, employment or training.

##### **Health and Wellbeing**

**Improved Physical and Mental Health** - 70% of participants attending our Premier League Girls sessions reported an increase in self-confidence.

**Increased Physical Activity** - 86% of participants in our Active Bluebirds programme reported increased physical activity levels. 56% of participants attending our Bluebirds Ability football sessions for children with a disability reported an increase in physical activity.

**Improved understanding of health issues and risks** - 58% of participants in +Sport Move and Learn reported they felt happy that they understand the importance of a healthy diet.

**Report of the Trustees  
for the Year Ended 31 August 2018**

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**Reduced offending and reoffending**

**Increased opportunities for participation in safe activities** - 50% of participants attending Premier League Kicks reported they were more confident to go out in their community.

**Reducing anti-social behavior** - 13% of participants attending Premier League Kicks reported that if they weren't at the sessions, they would be getting in trouble.

**Insight and impact at the heart of our organisation**

During the year we implemented a new theory of change and outcomes framework. The theory of change visualises the change we want to make and the steps involved in that change. The outcomes framework is designed to help us measure the outcomes we are supporting beneficiaries to achieve.

**A diverse skilled and passionate workforce**

We achieved Investors in People Silver Accreditation in March 2018 and launched our first employee engagement survey in June 2018. Our people told us that they are proud that our work changes lives and feel that they make an important contribution.

**Celebrating success**

We celebrated the achievements of our beneficiaries through stories, case studies and celebration events including our annual Foundation Day in March 2018. We began to work more closely with stakeholders to share our story.

**Social impact within a financially sustainable model**

We continued to achieve impact within a financially sustainable model and build reserves to a suitable level.

**Governance & Safeguarding**

We improved our framework of controls and risk management to create safer more positive environments for children, young people and adults at risk. We reviewed the skills, experience and knowledge required by the board of trustees and recruited new trustees to meet skills gaps.

**Activities, Products and Services Provided in 2017/18**

**Sport & Health**

**Primary Stars** - Premier League Primary Stars supports Primary School children to learn, be active and develop life skills; using the inspiration of the Premier league and Cardiff City FC to inspire children to engage in Physical Education and literacy through lively classroom, playground and sports field lessons.

**+Sport Move and Learn** - The + Sport Move and Learn Project is an initiative designed to encourage active lifestyles amongst children and families. The programme offers classroom activities about the body, nutrition and exercise and sports activities delivered in the playground, sports hall or on the sports field.

**Premier League Girls** - Premier League Girls provides opportunities for females aged 11 to 19, who are not currently taking part in regular sports activities, to take part in fun, flexible weekly sports activities in the heart of their communities.

**Bluebirds Ability** - Bluebirds Ability is an inclusive football programme providing essential access to sport and physical activity for children and young people with a disability. The programme aims to increase physical activity, enhance social skills and build confidence to try new activities.

## **Cardiff City FC Community Foundation**

### **Report of the Trustees for the Year Ended 31 August 2018**

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**Walking Football** - Walking football provides opportunities for people to participate in football at a slower pace and aims to increase physical activity and improve social networks amongst the over 45's.

**Sporting Memories** - Sporting Memories is a programme which supports older people living with dementia, depression and loneliness and their families by engaging them in social activities and helping them to recall memories of watching or playing sport. By sharing memories of sporting moments and tapping into a passion for sport we help people to connect with others and with their past, reawakening positive thoughts and feelings that otherwise remain hidden away.

#### **Bluebirds Experiences**

**Match-day Activities** - Our match day experiences offer children aged 4 - 11 the opportunity to lead the Bluebirds out on to the pitch, wave the Bluebirds flag, play on the pitch or celebrate a birthday at the Cardiff City Stadium.

**Soccer Schools** - Soccer Schools are school-holiday activities offering structured football coaching, fun football activities and small sided games for 4 - 16 year olds in a safe fun environment.

#### **Education**

**Strikers Traineeship** - The Strikers Traineeship is an education and training programme which prepares young people for their future careers by helping them become work ready. Our 12-week engagement programme offers young people the opportunity to unlock their potential without the pressure to achieve qualifications, focusing on developing soft skills within a flexible environment. Our 24-week Level 1 programme offers a programme of study and practical experience tailored for a career in the Sport and Active leisure sector. Students complete a BTEC Level 1 in Sport qualification and take part in work experience opportunities.

**Futsal BTEC** - The Futsal BTEC is an education programme offering students aged 16 - 19 the opportunity to achieve vocational qualifications whilst representing Cardiff City FC in the National Futsal League against other Premier League and English Football League Clubs. The programme offers a BTEC Level 2 and BTEC Level 3 Extended Diploma in Sport (Performance & Excellence), the equivalent of three A-Levels.

**Foundation Degree** - The Foundation Degree in Community Football Coaching & Development is a 2-year programme, with the option of a one year top up to BSc, offering students the opportunity to gain industry recognised coaching awards whilst studying with the Cardiff City FC Community Foundation. This unique course is aimed at aspiring football coaches and development officers, who during their studies will have the opportunity to access invaluable work experience with the Cardiff City FC Foundation.

#### **Inclusion**

**PL Kicks** - Premier League Kicks is a youth outreach programme, which uses the power of football to connect with young people living in high need areas. The programme aims to create safer, stronger and more respectful communities through the development of young people's potential and tackle inequalities of participation in sport.

**Premier League Enterprise Challenge** - Premier League Enterprise Challenge is an annual football business challenge set by the Premier League. The programme aims to inspire young people to engage in education, develop enterprise skills and important life skills. School children participate in the challenge and pitch their business solutions to a panel of experts.

## Cardiff City FC Community Foundation

### Report of the Trustees for the Year Ended 31 August 2018

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**Premier League Employability** - Premier League Employability uses the power of professional football clubs to engage with offenders aged 18 - 24. The programme offers a mix of personal and social skill development and employability skills giving them the confidence and the experience they need to make a positive transition back into education, employment or training and reduce reoffending post-release.

**The Back Four** - The Back Four is an employability programme which uses the power of football to support young people furthest from the job market into unsupported employment. The programme offers a mix of soft skill development and employability enhancement with a view to opening doors for further training, volunteering or employment opportunities for the young people.

#### **Financial Review and Financial Position**

Financial performance in 2017/18 was broadly in line with the business plan and saw a continued improvement in our overall financial position.

Total incoming resources amounted to **£1,491,844** (2017 - £1,430,491) with **£619,389** (2017 - £597,449) comprising grants for specific purposes. The balance of **£872,455** (2017 - £833,042) representing unrestricted income comprised of **£683,061** (2017 - £761,911) project funding and **£189,394** (2017 - £71,131) general donations.

Income from charitable activities remained consistent with the previous year and totalled **£1,302,450** (2017 - £1,359,360).

Direct fundraising from the general public is a relatively minor part of the charity's activities. There was, however, a significant increase in revenue from donations due to a major corporate gift/donation from Cardiff City FC. This contributed to a large annual surplus and improved balance sheet position.

Total resources expended amounted to **£1,301,830** (2017 - £1,284,513) with **£1,114,414** (2017 - £1,007,176) of this being directly on charitable activities, **£143,919** (2017 - £277,337) to support the delivery of services and **£43,497** (2017 - £0) on fundraising costs. Expenditure on education activities totaled **£330,887** (2017 - £233,580), expenditure on inclusion activities totaled **£208,081** (2017 - £235,780) and expenditure on sport and health activities totaled **£281,627** (2017 - £263,108).

The net movement in funds was a surplus of **£190,014** (2017 - £145,978). The balance sheet at 31 August 2018 shows positive funds carried forward of **£376,676** (2017 - £186,662), comprising £346,084 unrestricted funds and £30,592 restricted funds.

#### **Principle Funding Sources**

The principle funding providers of the Foundation are the Premier League Charitable Fund, Cardiff City FC, the English Football League Trust and local colleges and training providers.

#### **Reserves Policy**

The board of trustees reviews the charity's reserves policy annually in regard to the changing financial, regulatory and competitive environment. In considering the level of free reserves the charity should hold, a number of factors are considered including but not limited to, current and anticipated levels of income and expenditure, liquidity and non-monetary assets, risks, opportunities and contingencies.

The overall aim is to use funds carefully to further our charitable objectives whilst maintaining a prudent level of free reserves.



## **Cardiff City FC Community Foundation**

### **Report of the Trustees for the Year Ended 31 August 2018**

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The trustees' consider that given the nature of the charity's work, the charity should hold free reserves equivalent to between three to six months unrestricted expenditure. The trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources due to timing differences in income flows, adequate working capital to cover core costs, and will allow the charity to cope and respond to unforeseen events whilst action plans are implemented.

Significant progress has been made over the previous three financial years to improve the level of free reserves. Our financial policies, procedures and future plans will ensure that reserves levels remain in line with the policy. The level of free reserves at year end was **£318,355**.

#### **Future Plans**

Future plans and activities include:

- Extending the reach of our successful early years and primary education offer including the transition to secondary school;
- Extending our post-16 education offer by providing new vocational training opportunities;
- Ensuring our activities and services are more inclusive, particularly for people with a disability;
- Embedding our outcomes framework so that we can more accurately measure and report impact;
- Continuing to develop the skills and experience of our workforce as coaches, teachers, youth workers and mentors;
- Raising awareness of our activities through a series of media events and activities including celebrating our 10th anniversary;
- Developing a new fundraising plans;
- Ensuring that we maintain the highest standards of safeguarding and providing safe positive environments for children, young people and adults at risk.

There are no significant factors at present that could impact the ability to achieve outcomes and business objectives in the future. However, the current economic and political climate coupled with the risk of variable and uncertain income streams need to be closely monitored through the Foundation's risk management processes.

#### **Structure, Governance & Management**

##### **Governing Document**

Cardiff City FC Community Foundation is a charitable company limited by guarantee, incorporated on January 22, 2009 and registered as a charity on March 6, 2009. The company was established under a Memorandum of Association which established the objectives and powers of the company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

##### **Recruitment and Appointment of Trustees**

The charity trustees for the purpose of charity law are also the directors for the purpose of company law.

Under the Articles of Association, the board of trustees shall not be less than seven and shall consist of up to three trustees appointed by Cardiff City FC and four or more charity trustees appointed by the trustees. Trustees are appointed for a term of three years and may serve a maximum of three consecutive terms.

In selecting individuals for appointment as trustees, the trustees give regard to the skills, knowledge and experience needed for the effective governance of the Foundation.

The trustees' who served during the year and up to the date of this report, are set out on page 1.

## **Cardiff City FC Community Foundation**

### **Report of the Trustees for the Year Ended 31 August 2018**

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#### **Trustee Induction and Training**

Trustees receive an induction and accompanying Trustee Good Governance Handbook on their appointment to the board of trustees. The induction includes a welcome to trustees and staff and an overview of the structure, finance, governance and administration of the Foundation. Trustees are also invited to visit projects and meet service users.

The trustees consider the skills, knowledge and experience needed for the effective governance of the Foundation. Workshops are convened to improve skills and knowledge as required.

#### **Decision Making**

The trustees are responsible for setting the strategic direction of the Foundation and approving the business plan and annual budget.

The board of trustees typically meets four times per year. Sub Committees with delegated responsibility oversee certain aspects of the board of trustees' work.

The Foundation has a delegated powers policy which sets out the powers delegated to the Foundation Director. The Foundation Director is responsible for the execution of the business plan and the day to day management of the Foundation.

The Foundation Director is supported by a Senior Management Team. The Senior Management Team are considered to be the key management personnel of the Foundation.

#### **Remuneration of Key Management Personnel**

The Foundation is committed to ensuring a proper balance between offering fair pay to attract and retain personnel and careful management of the charities funds. This approach ensures the greatest effectiveness in delivering our charitable objectives and meeting the needs of our beneficiaries.

The organisation adopts a maximum ratio of 4:1 between the highest salary and median salary.

The remuneration of key management personnel is summarised in Note 6.

#### **Risk Management**

The trustees have examined the major strategic business and operational risks which the Foundation faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen their risks.

The trustees are aware of the strict safeguarding procedures necessary when working with children and adults at risk and are involved in these procedures as appropriate. The trustees are aware of the importance of compliance with Health & Safety regulations by all staff, volunteers and participants.

#### **Key Partnerships**

The Foundation's success is built upon a long standing relationship with Cardiff City FC. Our strategic partnerships include the Premier League Charitable Fund, the English Football League Trust, Cardiff & Vale College, University of South Wales and ACT Training. Our partnerships with other charities such as the Princes Trust, community organisations and local businesses enable us to magnify our impact. New partnerships established during 2017/18 include The Royal British Legion and the Welsh Council for Voluntary Action.

## Cardiff City FC Community Foundation

### Report of the Trustees for the Year Ended 31 August 2018

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#### Statement of Trustees Responsibilities

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

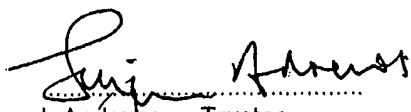
In so far as the trustees are aware:

- 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.

#### Auditors

The auditors, BPU Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 22/1/19 ..... and signed on its behalf by:

  
L Andrews - Trustee

## Report of the Independent Auditors to the Members of Cardiff City FC Community Foundation

### Opinion

We have audited the financial statements of Cardiff City FC Community Foundation (the 'charitable company') for the year ended 31 August 2018 on pages seven to fifteen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 August 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and 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, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



Radnor House  
Greenwood Close  
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Cardiff CF23 8AA

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Registered in Wales

A list of directors is available from the  
registered office above

## Report of the Independent Auditors to the Members of Cardiff City FC Community Foundation

### Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where the Companies Act 2006 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

### Responsibilities of trustees

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

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

### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



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## Report of the Independent Auditors to the Members of Cardiff City FC Community Foundation

### Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.



John Huw Palin ACA (Senior Statutory Auditor)  
for and on behalf of BPU Limited  
Chartered Accountants  
Statutory Auditor

Date: 6 February 2019



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**Cardiff City FC Community Foundation**

**Statement of Financial Activities  
(Incorporating an Income & Expenditure Account)  
for the Year Ended 31 August 2018**

	Notes	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>INCOME FROM</b>					
Income from charitable activities	2	683,061	619,389	1,302,450	1,359,360
Incoming fundraising activities, donations & generating funds	3	189,394	-	189,394	71,131
<b>Total</b>		<b>872,455</b>	<b>619,389</b>	<b>1,491,844</b>	<b>1,430,491</b>
<b>EXPENDITURE</b>					
Charitable activities	4	501,486	612,928	1,114,414	1,007,176
Fundraising activities	4	43,497	-	43,497	-
Support costs	4	143,919	-	143,919	277,337
<b>Total</b>		<b>688,902</b>	<b>612,928</b>	<b>1,301,830</b>	<b>1,284,513</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>183,553</b>	<b>6,461</b>	<b>190,014</b>	<b>145,978</b>
Transfers between funds	12	(19,671)	19,671	-	-
<b>Net movement in funds</b>		<b>163,882</b>	<b>26,132</b>	<b>190,014</b>	<b>145,978</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		182,202	4,460	186,662	40,684
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>346,084</b>	<b>30,592</b>	<b>376,676</b>	<b>186,662</b>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**Cardiff City FC Community Foundation**

**Balance Sheet  
At 31 August 2018**

	Notes	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	27,729	-	27,729	33,657
<b>CURRENT ASSETS</b>					
Stocks	9	-	-	-	77,301
Debtors	10	131,958	-	131,958	89,384
Cash at bank and in hand		464,087	30,592	494,679	212,856
		596,045	30,592	626,637	379,541
<b>CREDITORS</b>					
Amounts falling due within one year	11	(277,690)	-	(277,690)	(226,536)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>318,355</u>	<u>30,592</u>	<u>348,947</u>	<u>153,005</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>346,084</u>	<u>30,592</u>	<u>376,676</u>	<u>186,662</u>
<b>NET ASSETS</b>		<u>346,084</u>	<u>30,592</u>	<u>376,676</u>	<u>186,662</u>
<b>FUNDS</b>	12				
Unrestricted funds				346,084	182,202
Restricted funds				<u>30,592</u>	<u>4,460</u>
<b>TOTAL FUNDS</b>				<u>376,676</u>	<u>186,662</u>

The notes form part of these financial statements



**Cardiff City FC Community Foundation**

**Balance Sheet - continued**  
**At 31 August 2018**

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

The financial statements were approved by the Board of Trustees on ..... 22 JANUARY 2019 ..... and were signed on its behalf by:



.....  
R Lewis -Trustee

The notes form part of these financial statements

**Cardiff City FC Community Foundation**

**Cash Flow Statement  
for the Year Ended 31 August 2018**

	Notes	2018 £	2017 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	<u>290,610</u>	<u>76,192</u>
<b>Net cash provided by (used in) operating activities</b>		<u>290,610</u>	<u>76,192</u>
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		<u>(8,787)</u>	<u>(5,611)</u>
<b>Net cash provided by (used in) investing activities</b>		<u>(8,787)</u>	<u>(5,611)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>281,823</b>	<b>70,581</b>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>212,856</u>	<u>142,275</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>494,679</u>	<u>212,856</u>

The notes form part of these financial statements

**Cardiff City FC Community Foundation**

**Notes to the Cash Flow Statement  
for the Year Ended 31 August 2018**

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**1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	<b>190,014</b>	<b>145,978</b>
<b>Adjustments for:</b>		
Depreciation charges	<b>14,716</b>	16,331
(Increase)/decrease in stocks	<b>77,301</b>	(51,926)
(Increase)/decrease in debtors	<b>(42,574)</b>	(40,202)
Increase/(decrease) in creditors	<b><u>51,153</u></b>	<b><u>6,011</u></b>
<b>Net cash provided by operating activities</b>	<b><u>290,610</u></b>	<b><u>76,192</u></b>

## 1. ACCOUNTING POLICIES

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentational currency is the Sterling (£) with rounding to the nearest pound. The company is incorporated in the United Kingdom and registered in Wales.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life.

Plant and machinery	- 25% reducing balance
Motor vehicles	- 25% reducing balance
Computer equipment	- 25% & 33% straight line

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

## 1. ACCOUNTING POLICIES - continued

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

## 2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Fund £	Restricted Fund £	2018 £	2017 £
Core	124,954	25,000	149,954	81,276
Education	319,494	180,875	500,369	388,024
Inclusion	35,937	187,500	223,437	394,638
Sport & health	202,676	226,014	428,690	495,422
	<u>683,061</u>	<u>619,389</u>	<u>1,302,450</u>	<u>1,359,360</u>

Detailed analysis of grant income for specific purposes is provided in note 12.

## 3. INCOMING FUNDRAISING ACTIVITIES, DONATIONS & GENERATING FUNDS

	2018 £	2017 £
Donations	<u>189,394</u>	<u>71,131</u>

# Cardiff City FC Community Foundation

## Notes to the Financial Statements - continued for the Year Ended 31 August 2018

### 4. EXPENDITURE

Charitable activities	Unrestricted Fund £	Restricted Fund £	2018 £	2017 £
Core	269,951	23,868	293,819	274,708
Education	149,464	181,423	330,887	233,580
Inclusion	16,974	191,107	208,081	235,780
Sport & health	65,097	216,530	281,627	263,108
	<u>501,486</u>	<u>612,928</u>	<u>1,114,414</u>	<u>1,007,176</u>

#### Fundraising activities

	2018 £	2017 £
Fundraising activities	<u>43,497</u>	<u>-</u>

#### Support costs

Support costs have been allocated as follows to the relevant departments based on a head count of employees in each department:-

	2018 £	2017 £
Education	55,353	110,935
Inclusion	38,747	69,334
Sport & health	<u>49,819</u>	<u>97,068</u>
	<u>143,919</u>	<u>277,337</u>

### 5. TRUSTEES' REMUNERATION AND BENEFITS

#### Trustees' remuneration & other benefits

There were no trustees' remuneration or other benefits for the year (2017 - £0).

#### Trustees' expenses

During the year there were no trustees' expenses (2017 - £676) paid to trustees in relation to costs incurred on travel, hotels and subsistence.

### 6. STAFF COSTS

	2018 £	2017 £
Wages and salaries	681,077	591,860
Social security costs	50,475	53,772
Other pension costs	<u>7,991</u>	<u>3,727</u>
	<u>739,543</u>	<u>649,359</u>

# Cardiff City FC Community Foundation

## Notes to the Financial Statements - continued for the Year Ended 31 August 2018

### 6. STAFF COSTS - continued

The average monthly number of employees during the year was as follows:

2018	2017
<u>40</u>	<u>34</u>

No employees received emoluments in excess of £60,000.

#### Key management personnel

Total costs paid out by the Charity in relation to key management personnel totalled £112,966 for the year (2017 - £134,476).

### 7. 2017 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME FROM</b>			
Income from charitable activities	761,911	597,449	1,359,360
Incoming fundraising activities, donations & generating funds	<u>71,131</u>	<u>-</u>	<u>71,131</u>
<b>Total</b>	<b>833,042</b>	<b>597,449</b>	<b>1,430,491</b>
<b>EXPENDITURE</b>			
Expenditure on charitable activities	416,522	590,654	1,007,176
Other administrative costs	<u>220,214</u>	<u>57,123</u>	<u>277,337</u>
<b>Total</b>	<b>636,736</b>	<b>647,777</b>	<b>1,284,513</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>196,306</b>	<b>(50,328)</b>	<b>145,978</b>
Transfers between funds	<u>(40,548)</u>	<u>40,548</u>	<u>-</u>
Net movement in funds	<b>155,758</b>	<b>(9,780)</b>	<b>145,978</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>26,444</u>	<u>14,240</u>	<u>40,684</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>182,202</u></b>	<b><u>4,460</u></b>	<b><u>186,662</u></b>

# Cardiff City FC Community Foundation

## Notes to the Financial Statements - continued for the Year Ended 31 August 2018

### 8. TANGIBLE FIXED ASSETS

	Plant and machinery £	Motor vehicles £	Computer equipment £	Totals £
<b>COST</b>				
At 1 September 2017	17,460	24,000	91,985	133,445
Additions	<u>142</u>	<u>-</u>	<u>8,645</u>	<u>8,787</u>
At 31 August 2018	<u>17,602</u>	<u>24,000</u>	<u>100,630</u>	<u>142,232</u>
<b>DEPRECIATION</b>				
At 1 September 2017	10,553	13,876	75,359	99,788
Charge for year	<u>1,750</u>	<u>2,531</u>	<u>10,434</u>	<u>14,715</u>
At 31 August 2018	<u>12,303</u>	<u>16,407</u>	<u>85,793</u>	<u>114,503</u>
<b>NET BOOK VALUE</b>				
At 31 August 2018	<u>5,299</u>	<u>7,593</u>	<u>14,837</u>	<u>27,729</u>
At 31 August 2017	<u>6,907</u>	<u>10,124</u>	<u>16,626</u>	<u>33,657</u>

### 9. STOCKS

	2018 £	2017 £
Stocks	<u>-</u>	<u>77,301</u>

Stock levels relate to official kit for education programmes.

### 10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	81,855	58,030
Other debtors	4,273	9,755
Prepayments	<u>45,830</u>	<u>21,599</u>
	<u>131,958</u>	<u>89,384</u>



# Cardiff City FC Community Foundation

## Notes to the Financial Statements - continued for the Year Ended 31 August 2018

### 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	70,092	97,650
Social security and other taxes	14,587	14,293
Other creditors	190	4,856
Accruals	84,923	76,803
Deferred income	<u>107,898</u>	<u>32,934</u>
	<u>277,690</u>	<u>226,536</u>

Deferred income relates to income received in advance of commencement of project delivery and the movement is as follows:-

	2018 £	2017 £
Deferred income at beginning of period	32,934	37,387
Resources deferred in the year	750,488	596,849
Amounts released in the year	<u>(675,524)</u>	<u>(601,302)</u>
	<u>107,898</u>	<u>226,536</u>

### 12. MOVEMENT IN FUNDS

	At 1/9/17 £	Net movement in funds £	Transfers between funds £	At 31/8/18 £
<b>Unrestricted funds</b>				
General fund	<u>182,202</u>	<u>183,553</u>	<u>(19,671)</u>	<u>346,084</u>
<b>Restricted funds</b>				
PL Primary Stars	-	(12,471)	12,471	-
PL All Skilled Up	-	-	-	-
PL Works	-	(182)	182	-
PL Kicks	-	(2,731)	2,731	-
ACT	3,909	(2,145)	-	1,764
The Princes Trust	-	(694)	694	-
Children In Need	-	(3,470)	3,470	-
PL Continuous Improvement Fund	551	1,132	-	1,683
NatWest Skills and Opportunities Fund	-	1,597	-	1,597
PL Girls	-	(123)	123	-
PL Primary Stars Innovation	-	16,459	-	16,459
Royal British Legion	-	9,089	-	9,089
	<u>4,460</u>	<u>6,461</u>	<u>19,671</u>	<u>30,592</u>
<b>TOTAL FUNDS</b>	<u>186,662</u>	<u>190,014</u>	<u>-</u>	<u>376,676</u>

# Cardiff City FC Community Foundation

## Notes to the Financial Statements - continued for the Year Ended 31 August 2018

### 12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<u>872,452</u>	<u>(688,899)</u>	<u>183,553</u>
<b>Restricted funds</b>			
PL Primary Stars	140,000	(152,471)	(12,471)
PL Works	37,500	(37,682)	(182)
PL Kicks	120,000	(122,731)	(2,731)
ACT	172,125	(174,270)	(2,145)
The Princes Trust	30,000	(30,694)	(694)
Children In Need	24,335	(27,805)	(3,470)
PL Continuous Improvement Fund	25,000	(23,868)	1,132
NatWest Skills and Opportunities Fund	8,750	(7,153)	1,597
PL Girls	10,000	(10,123)	(123)
PL Primary Stars Innovation	40,000	(23,541)	16,469
Royal British Legion	<u>11,679</u>	<u>(2,590)</u>	<u>9,089</u>
	<u>619,389</u>	<u>(612,928)</u>	<u>6,461</u>
<b>TOTAL FUNDS</b>	<u><u>1,491,841</u></u>	<u><u>(1,301,827)</u></u>	<u><u>190,014</u></u>

### Purposes of Restricted Funds

#### Sports & Health

A programme using sport and physical activity to help people lead more active, healthier lives.

The active Sport & Health projects during the year, along with the length and value of support were:

<u>Funder/Project</u>	<u>Expiration Date</u>	<u>Maximum Value £</u>
PL Primary Stars	2019	120,000
Children In Need	2019	67,405
PL Continuous Improvement Fund	2019	25,000
PL Girls	2019	10,000
PL Primary Stars Innovation	2019	40,000
Royal British Legion	2019	46,716

## Cardiff City FC Community Foundation

### Notes to the Financial Statements - continued for the Year Ended 31 August 2018

#### 12. MOVEMENT IN FUNDS - continued

##### Education

A programme providing alternative education opportunities aimed at progressing young people into further or higher education or employment.

<u>Funder/Project</u>	<u>Expiration Date</u>	<u>Maximum Value £</u>
NatWest Skills and Opportunities Fund	2017	35,000
ACT	2019	245,000

##### Social Inclusion

A programme engaging young people in positive activities to tackle inequalities, raise aspirations, and access employment, education or training.

The active Social Inclusion projects during the year, along with length and value of support, were:

<u>Funder/Project</u>	<u>Expiration Date</u>	<u>Maximum Value £</u>
PL Kicks	2019	80,000
PL Works	2019	112,500
The Princes Trust	-	-
Cardiff City County Council Youth Project	2019	77,000

#### 13. CAPITAL COMMITMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	<b>2018</b>	2017
	<b>£</b>	£
Within one year	<b>7,222</b>	14,878
Between one and five years	<b>15,393</b>	62,819
In more than five years	<b>474,999</b>	499,999
	<b><u>497,614</u></b>	<u>577,696</u>

#### 14. RELATED PARTY DISCLOSURES

The following transactions have taken place with business linked to trustees of the charity :-

- Cardiff City Football of which V K Choo is Chief Executive & S Borley is a Director – purchases of £60,966 and sales of £103,532. At the year end there was trade creditor balance of £30,121. A donation of £150,000 was received during the year ;
- House of Sport of which V K Choo & S Borley are Directors - purchases of £44,652. At the year end there was a trade creditor balance of £3,355 ;
- Welsh Football Trust of which C Hatcher is a Director - purchases of £2,072 and sales of £8,215. At the year end there was no outstanding balances ; &
- Fitzalan High School of which S Mansfield is a Governor - purchases of £440 and sales of £27,684. At the year end there was a trade debtor balance of £2,142.

There were no other related party transactions for the year ended 31 August 2018.

# Cardiff City FC Community Foundation

## Detailed Statement of Financial Activities for the Year Ended 31 August 2018

	2018 £	2017 £
<b>INCOME</b>		
<b>Income from charitable activities</b>		
Core	149,954	81,276
Education	500,369	388,024
Inclusion	223,437	394,638
Sport & health	<u>428,690</u>	<u>495,422</u>
	1,302,450	1,359,360
<b>Incoming fundraising activities, donations &amp; generating funds</b>		
Donations	<u>189,394</u>	<u>71,131</u>
<b>Total incoming resources</b>	<u>1,491,844</u>	<u>1,430,491</u>
<b>EXPENDITURE</b>		
<b>Expenditure on charitable activities</b>		
Core	293,819	274,708
Education	330,887	233,580
Inclusion	208,081	235,780
Sport & health	<u>281,627</u>	<u>263,108</u>
	1,114,414	1,007,176
<b>Expenditure on fundraising activities</b>		
Fundraising activities	<u>43,497</u>	<u>-</u>

# Cardiff City FC Community Foundation

## Detailed Statement of Financial Activities for the Year Ended 31 August 2018

	2018 £	2017 £
<b>Support costs</b>		
Operating leases	23,643	16,265
Rates and water	4,112	3,835
Insurance	8,293	23,288
Telephone	4,161	21,530
Postage and stationery	2,043	5,352
Sundries	3,361	4,216
Vehicle hire, motor, travel & subsistence	3,981	100,930
Depreciation - fixtures and fittings	14,716	16,331
Bank interest	3	22
Computer costs	29,893	23,338
Staff training & welfare	250	626
Advertising	-	2,409
Rent	13,624	25,145
Repairs & renewals	1,023	2,001
Auditors' remuneration	5,160	5,160
Professional fees	29,656	26,889
	<u>143,919</u>	<u>277,337</u>
<b>Total resources expended</b>	<u>1,301,830</u>	<u>1,284,513</u>
<b>Net income</b>	<u>190,014</u>	<u>145,978</u>