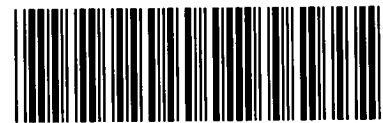


**Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2021  
for  
THE ELIZABETH FOUNDATION**

Knox Cropper LLP  
Chartered Accountants and Statutory Auditors  
Office Suite 1  
Haslemere House  
Lower Street  
Haslemere  
Surrey  
GU27 2PE

THURSDAY



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02/12/2021  
COMPANIES HOUSE

**THE ELIZABETH FOUNDATION**

**Contents of the Financial Statements  
for the Year Ended 31 March 2021**

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# THE ELIZABETH FOUNDATION

## Report of the Trustees for the Year Ended 31 March 2021

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 March 2021. 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 2019).

### AIMS AND OBJECTIVES

The Elizabeth Foundation's mission is to facilitate early diagnosis for babies and pre-school children with all degrees of deafness, and provide comprehensive educational and support services for them and their families. By doing so we enable these children to develop their listening and spoken language skills, build their self-esteem, and give parents the confidence and knowledge to make informed decisions on behalf of their child.

The Operational Plan for 2020-21 followed five strategic goals:

Goal 1: To continue to evolve our services through ever-changing best practice to meet the diverse needs of our families

Goal 2: To seek opportunities to widen our reach, reacting positively and with flexibility to the changing needs of our families

Goal 3: To diversify fundraising to deliver services and maintain our facilities

Goal 4: To review corporate services to create resilience and build sustainable income

Goal 5: To engage a robust marketing plan both for services and for funding

### Achievements and Performance

At The Elizabeth Foundation, our core services comprise of 4 baby groups, 3 toddler groups and 9 pre-school groups - with 78 families from twelve different counties being supported at our family centre on a regular basis during 2020-21. We provide a high-quality education programme for children and families. This includes parent/family support, monitoring and assessment for speech, language, listening and communication, an Early Years Foundation Stage Curriculum in the nursery setting, and reporting for Education Health and Care Plans/ school transition. Parents and families remain an integral part of our service provision, with family involvement at all times throughout the programme. In addition to our core services, we support families through our 3 Listen Groups - for children with Down syndrome, children with one-sided and/or conductive hearing loss, and for children with severe and complex needs. For those families who cannot access our services due to transport or distance, we have an online home learning programme called Let's Listen and Talk, an interactive programme to support families with children with hearing loss. Families from across the UK can also access our services through the Summer Residential Programme, an intensive one-week programme for the whole family.

**Goal 1: To continue to evolve our services through ever-changing best practice to meet the diverse needs of our families**

Our 2020/21 plans:	Our 2020/21 achievements:
<ul style="list-style-type: none"><li>- To continue to review our models of education for all services to ensure that we use best practice in our teaching strategies and techniques</li><li>- To build skills and knowledge across our team so that we can consistently provide accurate, quantitative and qualitative data to evidence the impact of our work</li><li>- To involve and engage parents and past service-users</li><li>- To partner with professional organisations to ensure that families receive the highest level of support</li></ul>	<ul style="list-style-type: none"><li>- We continue to provide 'Outstanding' services to children with hearing loss and their families from all across the South of England (either on-site or via Teams and Zoom as covid restrictions allowed);</li><li>- all children receive termly individual education plans and parents are updated regularly with achievements and 'next-steps'; we are prepared for our next Ofsted visit for accreditation.</li><li>- We kept in touch with all families during the full lockdown periods, and we offered tele-therapy, parent education sessions and other services where possible on Zoom. We provided weekly activities and materials for parents to support their child's skill development at home</li></ul>

**Report of the Trustees  
for the Year Ended 31 March 2021**

<b>Our 2020/21 plans (continued):</b>	<b>Our 2020/21 achievements (continued):</b>
<ul style="list-style-type: none"> <li>- To strengthen our partnerships with key stakeholders who collate and publish evidence of the needs of children with hearing loss, its long-term impact and the difference that early intervention can achieve</li> <li>- To safeguard our beneficiaries and staff through our embedded culture, processes, protocols and reporting mechanisms</li> </ul>	<ul style="list-style-type: none"> <li>- We laid the groundwork for successful I CAN accreditation early in 2021/22</li> <li>- Support groups are well attended face-to-face and through virtual sessions and have received positive report of impact</li> <li>- Some conferences with other sector organisations were cancelled but others moved online, and we attended virtual sessions</li> <li>- Education staff attended training session on a variety of topics throughout the year, with no cost or minimal cost to the charity. Staff attended OU Early Years Courses</li> <li>- We also gave presentations at NDCS training days</li> <li>- TEF took part in two research studies during the year: we continued to work with UCL on their language and literacy project; and we attended board meetings of the parent-child interaction study.</li> <li>- We continue to work closely with National Deaf Children's Society, Ewing Foundation, Advanced Bionics, Cochlear, and Auditory Verbal UK - likeminded charities and businesses that are all working towards similar goals of supporting families with deaf children</li> <li>- We reviewed our Safeguarding policy and procedure through two independent assessment processes – Portsmouth Compact and Comic Relief policy audit</li> </ul>

**Goal 2: To seek opportunities to widen our reach, reacting positively and with flexibility to the changing needs of our families**

<b>Our 2020/21 plans:</b>	<b>Our 2020/21 achievements:</b>
<ul style="list-style-type: none"> <li>- To increase enrolment on the Let's, Listen and Talk online programme</li> <li>- To increase enrolment of local authorities participating in the pilot programme for Let's Listen and Talk</li> <li>- To update and develop the Let's Listen and Talk Programme</li> <li>- To provide support to families from across the UK through the summer residential programme and adapt the programme in response to user feedback and need</li> </ul>	<ul style="list-style-type: none"> <li>- Enrolment increased to 799 compared with 225 at the same time last year, made up of 541 families and 258 professionals.</li> <li>- We initiated a professional training programme about LL&amp;T, attending virtual team meetings with sensory impairment teams across the UK.</li> <li>- Posters and leaflets have been sent to paediatric audiology centres across the country to help improve awareness of our services.</li> <li>- During the year fully established the technology strand of our Let's Listen and Talk programme; launched the baby music strand; and added to the materials available in other strands.</li> <li>- Sadly, the summer programme had to be cancelled due to covid.</li> </ul>

**Goal 3: To diversify fundraising to deliver services and maintain our facilities**

<b>Our 2020/21 plans:</b>	<b>Our 2020/21 achievements:</b>
<ul style="list-style-type: none"><li>- To develop and diversify The Elizabeth Foundation's portfolio of income</li><li>- To raise awareness of The Elizabeth Foundation both locally and nationally, developing new sponsorship platforms and increasing our volunteer base.</li><li>- To build strong relationships with past, current and new supporters and grant making trusts in order to maintain and widen interest and support for our work.</li><li>- To develop professional networks and corporate engagement to promote giving and volunteering by businesses and individuals.</li><li>- Develop community engagement and awareness in order to promote our work to a local audience, increase donations and volunteering.</li><li>- Maintain &amp; develop key relationships with grant funders to raise awareness of our services, contribute to positive marketing channels and secure income.</li></ul>	<ul style="list-style-type: none"><li>- Expert volunteers have been recruited to assist with administration, virtual and digital strategy and development work, but the scope for event-based volunteering has been constrained by the pandemic</li><li>- We kept up to date with latest fundraising trends through Facebook fundraisers Page, Third Sector publications, Charity Commission guidance and the Institute of Fundraising</li><li>- Preparations for our fortieth anniversary were begun.</li><li>- Relationship-building initiatives have included regular updates to donors across the fundraising spectrum and where safe/possible meeting with supporters in our outdoor areas (adhering to social distancing guidelines)</li><li>- We planned activities and tasks for volunteers in 2020-21 to maximise their engagement &amp; efficiency and identify new volunteer opportunities.</li><li>- In the absence of large-scale events, many supporters took up the challenge of individual fundraising to great effect.</li><li>- We participated in face to face community networks through the BNI and LinkedIn Local – generating awareness and new fundraising partnerships.</li><li>- We have delivered presentations on our work across our supporter base via zoom and teams.</li><li>- Face-to-face fundraising, most community engagement, and much of our work to develop relationships with corporate partners had to be put on hold due to covid. However, a new video was produced with corporate sponsors Lightning Fire, who have generously supported us in a number of ways. Meanwhile some local networking groups were suspended, but others, like BNI, have moved on line.</li><li>- We developed new events for our yearly calendar</li><li>- We fostered relationships with a number of corporate partners &amp; their teams, including Lightning and Fire and Engie</li><li>- We were successful again in attracting both new and renewed support from a range of reputable grant awarding trusts including The Edward Gostling Foundation &amp; GJW Turner Trust, and in this most disrupted of years we are very grateful also to have received emergency funding from Comic Relief, BBC Children in Need, HIWCF, National Lottery Covid Response and the Ovingdean Hall Foundation amongst others.</li></ul>

**Goal 4: To review corporate services to create resilience and build sustainable income**

<b>Our 2020/21 plans:</b>	<b>Our 2020/21 achievements:</b>
<ul style="list-style-type: none"> <li>- To build up The Elizabeth Foundation's resilience and sustainability by continuing to follow a long-term approach to financial planning.</li> <li>- To increase the diversity and reliability of our income streams by developing the potential of our existing assets.</li> <li>- To continue to keep pace with evolving legislation &amp; best practice concerning people management, for both staff and volunteers.</li> <li>- To continue to improve the efficiency, reliability, security and safety of our corporate services functions.</li> </ul>	<ul style="list-style-type: none"> <li>- We reviewed ever-changing covid regulations and kept up-to-date with evolving best practice to keep visitors and staff safe.</li> <li>- We were fortunate to be able to use income received from legacies and from a charity that had to cease operations to add to the reserves we hold in case of future shocks like covid.</li> <li>- We identified suitable marketing channels to reach potential long-term users</li> <li>- We reviewed the volunteer induction programme, completed compliance checks and sought feedback for the volunteer programme</li> <li>- We assessed the impact of volunteers - supporting entries in the annual accounts and Listen magazine</li> <li>- We reviewed and actioned any additional resources needed for the volunteer programme</li> <li>- We installed a new file server, bringing the reliability and security of our network up-to-date</li> <li>- As the pandemic unfolded we were glad to be able to provide temporary accommodation for a team of Community Midwives and informal overflow parking for people using the neighbouring vaccine hub.</li> </ul>

**Goal 5: To engage a robust marketing plan both for services and for funding**

<b>Our 2020/21 plans:</b>	<b>Our 2020/21 achievements:</b>
<ul style="list-style-type: none"> <li>- To implement social media activities that effectively engage families, professionals, funders and the wider public to increase awareness and funding.</li> <li>- To review the purpose and effectiveness of the website.</li> <li>- To create video and photographic materials to promote the charity's activities (separate to online Home Learning Programme).</li> </ul>	<ul style="list-style-type: none"> <li>- We put one story from each nursery out each week on social media and invited feedback from families &amp; professionals</li> <li>- We ensured all events/ fundraising are present on social media and that stakeholders were kept up-to-date with changing information due to Covid 19</li> <li>- We published articles/ good news stories to engage and fulfil multi-audience requirements across a broad range of social media sites</li> <li>- We were proud to announce on our website and on social media that England rugby star Jodie Ounsley had agreed to become one of our patrons</li> <li>- We assessed opportunities to diversify social media activity including professional content around research studies, &amp; invested in new learning for our team</li> <li>- We reviewed analytics of social media and adjusted our posts accordingly</li> <li>- A number of new case studies were developed with parents and made available online.</li> <li>- We published a Listen Magazine and an Impact Report during the financial year</li> </ul>

## THE ELIZABETH FOUNDATION

### Report of the Trustees for the Year Ended 31 March 2021

	Our 2020/21 achievements (continued):
	<ul style="list-style-type: none"><li>- E-news continued to be sent to stakeholders to keep our supporters informed of events and happenings, while our articles have appeared in Cochlear Implant Support Group magazine, and in BATOD magazine</li><li>- We continue to promote our services and take soundings at networking meetings for Speech and Language Therapists, Teachers of the Deaf, Audiologists and Cochlear Implant Teams</li><li>- New music therapy session materials were added to the website</li><li>- We continued to develop new Speech and Language Therapy support videos for parents</li></ul>

### OUR PLANS FOR FUTURE PERIODS

#### 1. Education programme:

We will continue to review our models of education for all services to ensure that we use best practice in our teaching strategies and techniques

We will continue to build skills and knowledge across our team so that we can consistently provide accurate, quantitative and qualitative data to evidence the impact of our work

We will involve and engage parents and past service-users

We will partner with professional organisations to ensure that families receive the highest level of support

We will strengthen our partnerships with key stakeholders who collate and publish evidence of the needs of children with hearing loss, its long-term impact and the difference that early intervention can achieve

We will safeguard our beneficiaries and staff through our embedded culture, processes, protocols and reporting mechanisms

#### 2. Outreach programmes:

We will increase the reach and scope of services so that we can support families remotely through outreach programmes

We will continue to update and develop our outreach services to meet the varied needs of families

#### 3. Fundraising:

We will continue to develop and diversify The Elizabeth Foundations portfolio of income in order to deliver core services and maintain our facilities.

We will identify the most appropriate and timely channels to engage with our supporters, increasing awareness both locally and nationally, developing new sponsorship platforms and increasing our volunteer base.

We will develop professional networks which will increase corporate support and income, identifying potential leads from beneficiary contacts as well as through our own research.

We will maintain & develop key relationships with grant funders to raise awareness of our services, contribute to positive marketing channels and secure income.

#### 4. Corporate Services:

We will build up The Elizabeth Foundation's resilience and sustainability by continuing to follow a long-term approach to financial planning.

We will enhance our regular income streams by developing the potential of our existing assets.

We will continue to keep pace with evolving legislation & best practice concerning people management, for both staff and volunteers.

We will continue to maximise the efficiency, reliability, security and safety of our corporate services functions.

#### 5. Marketing:

We will implement social media activities that effectively engage families, professionals, funders and the wider public to increase awareness and funding.

We will review the purpose and effectiveness of the website.

We will create video and photographic materials to promote the charity's activities (separate to online HLP).

## THE ELIZABETH FOUNDATION

### Report of the Trustees for the Year Ended 31 March 2021

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#### Public benefit

The trustees have referred to the Charity Commission's published guidance on the public benefit requirement under the Charities Act 2011 when reviewing The Elizabeth Foundation's aims and objectives, and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives set.

#### FINANCIAL REVIEW

##### Financial Review

The surplus for the year amounted to £268,618 (2020: deficit of £43,539). The levels of individual fundraising activity, donations from community groups and high value one-off donations from individuals all increased during the year, pushing up the total for all donations to £205,390 (2020: £166,278). Legacy income has always been unpredictable and beyond our control, coming in at £132,425 (2020: £85,062). The value of successful applications to grant making trusts increased significantly, to £376,299 (2020: £181,089).

Total expenditure decreased slightly by £5,602 to £752,458 (2020: £758,060). Within this movement, the increased costs in some areas were more than offset by reduced expenditure on fundraising events, which had to be suspended due to the Covid pandemic.

#### Investment policy and objectives

The Elizabeth Foundation's investment powers are set out in its Memorandum & Articles of Association. Day to day cash flow management is delegated to the Chief Executive and senior staff, who act in accordance with policies agreed by the Trustees. In response to progress made toward the reserves policy goals set out in the section below, the Trustees have established an investment policy to maximise returns on long term reserves that need not be held in cash for any immediate practical or precautionary reason. The investment objective for such funds is to generate a return in excess of inflation over the long term, whilst also generating an income to support the charity's ongoing activities. To this end, any funds that the Trustees identify as being available for long term investment may be invested in reputable Unit Trusts open only to charities.

#### Reserves policy

The Elizabeth Foundation's reserves comprise those that are unrestricted, those that are unrestricted but which have been set aside by the Trustees for a particular purpose, and those that are the subject of restrictions in law or by donors (and which therefore cannot be used for anything else). The Elizabeth Foundation currently has no endowed or permanent funds. Note 20 to the Accounts gives more information about reserves, including policies and restrictions applying to individual funds. Total funds held as at 31 March 2021 were £3,216,321 (2020: £2,947,703).

At 31 March 2021, The Elizabeth Foundation had unrestricted (but not "free") reserves of £1,980,451 in its Income & Expenditure Account. These reserves are not "free" as defined by the Statement of Recommended Practice (SORP), to the extent that they could only be realised (turned into cash) by disposing of fixed assets held for charity use (selling the buildings in which we carry out our activities). At 31 March 2021, 59% of these reserves were held in the form of fixed assets excluding quoted investments, down from 72% in 2020.

The reserves policy of The Elizabeth Foundation is to maintain a level of free reserves that will allow service continuity and sufficient time to adjust in a planned and robust manner to any significant change in resources. Having reviewed the practical application of similar policies for other organisations within the charitable and voluntary sector, which range from indicative free reserve levels of 3 months' operating expenditure to 3 years' total costs requirement, the Trustees aim to build free reserves equivalent to between 6 and 12 months' operating expenditure. At 31 March 2021 net current assets and quoted investments held by The Elizabeth Foundation amounted to £806,135 (2020: £474,639) of which £nil was earmarked for expenditure on fixed assets (2020: £nil) and £806,135 represented free reserves in the General Fund (2020: £474,639). These free reserves amounted to 104% of total budgeted revenue costs and depreciation for the coming year, compared with a target of between 50% and 100%, (2020: 61%).



## **THE ELIZABETH FOUNDATION**

### **Report of the Trustees for the Year Ended 31 March 2021**

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#### **Reserves policy (continued)**

On the basis of the annual and ongoing review of reserve levels and anticipated future cash flow, it is the opinion of the Trustees that the balance on each fund shown in the balance sheet as at 31 March 2021 (together with its anticipated income and expenditure) is adequate to fulfil that fund's obligations and the overall obligations of The Elizabeth Foundation for the next financial year, and for a period of at least 12 months from the date of this report.

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

##### **Governing document**

The Elizabeth Foundation was established under the terms of a Trust Deed (May 1982), and then subsequently in November 1985 incorporated as a charitable company limited by guarantee. Its governing documents are accordingly the Trust Deed and Memorandum and Articles of Association (revised 1997, 1998, 2007, 2011, 2014 and 2016), which provide for a governing Board of Trustees originally known as the Council of Management. The Foundation is registered with the Charity Commission under the Charities Act 1960.

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

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

01960980 (England and Wales)

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

293835

##### **Registered office**

The Elizabeth Foundation  
Southwick Hill Road  
Cosham  
Portsmouth  
Hampshire  
PO6 3LL

##### **Trustees**

Dr P Ardern (Chair to 28.04.2021)  
Dr W Al-Safi  
A J Given (appointed 22.07.2020)  
T C R Holloway (Chair from 28.04.2021)  
Mrs S J Hutchinson  
Ms I L Manuel  
M Waters

##### **Auditors**

Knox Cropper LLP  
Chartered Accountants and Statutory Auditors  
Office Suite 1  
Haslemere House  
Lower Street  
Haslemere  
Surrey  
GU27 2PE

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of The Elizabeth 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).

**Report of the Trustees  
for the Year Ended 31 March 2021**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued**

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:

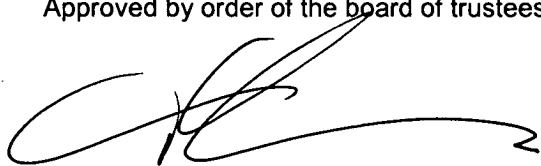
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**AUDITORS**

The auditors, Knox Cropper LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 26<sup>th</sup> July 2021 and signed on its behalf by:



T C R Holloway - Trustee

### **Opinion**

We have audited the financial statements of The Elizabeth Foundation (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 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**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The 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, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinions 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, 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.

**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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the charity and determined that the most significant are the Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice) and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice".
- The Charity is required to comply with charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We understood how the charity is complying with those frameworks via communication with those charged with governance, together with the review of the charity's documented policies and procedures.
- We assessed the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur by considering the key risks impacting the financial statements. These included risks associated with Revenue Recognition, Management Override of Controls, and the increased incentive and pressure to commit fraud due to the Covid-19 environment, which were discussed and agreed by the audit team.

## Report of the Independent Auditors to the Members of The Elizabeth Foundation

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- Our approach included agreeing the charity's recognition of income to the terms of the underlying grant agreements and associated correspondence, the review of journal entries processed in the accounting records and the investigation of significant and unusual transactions identified from our review of the accounting records.
- Our approach was also to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.
- Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Our procedures involved review of the reporting to the directors with respect to the application of the documented policies and procedures and review of the financial statements to ensure compliance with the reporting requirements of the charity.

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.

### 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.



Matthew Elkins FCA (Senior Statutory Auditor)  
for and on behalf of Knox Cropper LLP  
Chartered Accountants and Statutory Auditors  
Office Suite 1  
Haslemere House  
Lower Street  
Haslemere  
Surrey  
GU27 2PE

Date: 26/7/2021

**THE ELIZABETH FOUNDATION**

**Statement of Financial Activities  
for the Year Ended 31 March 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME FROM</b>					
Donations and legacies	2	436,844	277,270	714,114	432,429
<b>Charitable activities</b>	5				
Nursery Programmes		13,283	26,934	40,217	41,572
Outreach and Other Services		152,118	-	152,118	170,159
Other trading activities	3	84,454	-	84,454	67,311
Investment income	4	11,942	-	11,942	9,886
<b>Total</b>		<b>698,641</b>	<b>304,204</b>	<b>1,002,845</b>	<b>721,357</b>
<b>EXPENDITURE ON</b>					
Raising funds	6	129,746	10,803	140,549	159,162
<b>Charitable activities</b>	7				
Nursery Programmes		127,651	210,819	338,470	343,322
Family Support		5,740	3,112	8,852	18,257
Outreach and Other Services		151,687	112,900	264,587	237,319
<b>Total</b>		<b>414,824</b>	<b>337,634</b>	<b>752,458</b>	<b>758,060</b>
Net gains/(losses) on investments		18,231	-	18,231	(6,836)
<b>NET INCOME/(EXPENDITURE)</b>		<b>302,048</b>	<b>(33,430)</b>	<b>268,618</b>	<b>(43,539)</b>
Transfers between funds	20	4,018	(4,018)	-	-
Net movement in funds		306,066	(37,448)	268,618	(43,539)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		1,674,385	1,273,318	2,947,703	2,991,242
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>1,980,451</b>	<b>1,235,870</b>	<b>3,216,321</b>	<b>2,947,703</b>

The notes form part of these financial statements

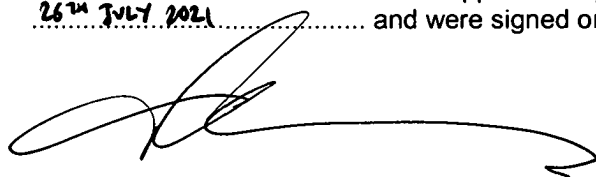
# THE ELIZABETH FOUNDATION

## Balance Sheet 31 March 2021

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	14	2,390,799	2,460,252
Investments	15	<u>350,084</u>	<u>96,853</u>
		<b>2,740,883</b>	<b>2,557,105</b>
<b>CURRENT ASSETS</b>			
Stocks	16	4,689	3,526
Debtors	17	163,864	96,936
Cash at bank and in hand		<u>436,313</u>	<u>399,049</u>
		<b>604,866</b>	<b>499,511</b>
<b>CREDITORS</b>			
Amounts falling due within one year	18	<u>(129,428)</u>	<u>(108,913)</u>
<b>NET CURRENT ASSETS</b>		<u><b>475,438</b></u>	<u><b>390,598</b></u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>3,216,321</b></u>	<u><b>2,947,703</b></u>
<b>NET ASSETS</b>		<u><b>3,216,321</b></u>	<u><b>2,947,703</b></u>
<b>FUNDS</b>	20		
Unrestricted funds		1,980,451	1,674,385
Restricted funds		<u>1,235,870</u>	<u>1,273,318</u>
<b>TOTAL FUNDS</b>		<u><b>3,216,321</b></u>	<u><b>2,947,703</b></u>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 26<sup>th</sup> July 2021 and were signed on its behalf by:



T C R Holloway - Trustee



S J Hutchinson - Trustee

The notes form part of these financial statements

# THE ELIZABETH FOUNDATION

## Cash Flow Statement for the Year Ended 31 March 2021

	Notes	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	23	<u>290,388</u>	<u>105,351</u>
Net cash provided by operating activities		<u>290,388</u>	<u>105,351</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(23,653)	(21,580)
Purchase of fixed asset investments		(235,000)	(73,000)
Interest received		2,116	3,108
Dividends received		<u>3,413</u>	<u>1,027</u>
Net cash used in investing activities		<u>(253,124)</u>	<u>(90,445)</u>
<b>Change in cash and cash equivalents in the reporting period</b>			
		<u>37,264</u>	<u>14,906</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>			
		<u>399,049</u>	<u>384,143</u>
<b>Cash and cash equivalents at the end of the reporting period</b>			
		<u>436,313</u>	<u>399,049</u>

The notes form part of these financial statements



**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) Second Edition issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 March 2018) and the Companies Act 2006.

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

The charitable company has taken advantage of Paragraph 3 (3) Sch 4 of the Companies Act 2006 and adapted Companies Act formats of accounts to reflect the charitable nature of the company's activities.

The Elizabeth Foundation is a company limited by guarantee, incorporated in England and Wales, and has no share capital. Every member of the company guarantees to contribute a maximum of £1 on winding up. Its registered office is situated at Southwick Hill Road, Cosham, Portsmouth, PO6 3LL.

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

**Critical accounting judgements and key sources of estimation uncertainty**

Depreciation - The depreciation of fixed assets is based on management's estimate of their useful lives which is kept under review.

**Income**

**INCOME FROM VOLUNTARY SOURCES AND FUNDRAISING**

Income includes voluntary sources of income such as charitable donation, grants, gifts (with related tax recovery where appropriate), legacies and payroll-giving programmes, as well as organised fundraising events (some of which are run directly by The Elizabeth Foundation - classed as Fundraising Events; and some which are run by volunteers and supporters with help as necessary by The Elizabeth Foundation - classed as Donations and Gifts), appeals and collections. The cost of running these programmes during the year was £140,549 (2020: £159,162) and this is included within the heading 'raising funds' shown under Expenditure, and in Note 6. The following specific policies are applied to particular categories of voluntary income and fundraising.

-Unrestricted voluntary donations and gifts are accounted for when they are received, as this is the point at which the necessary detail becomes available to allow them to be entered into the accounting records; it is also the point at which they become sufficiently certain to be recognised. Legacies are similarly accounted for when received unless there is sufficient reliable information for them to be accounted for earlier.

- Restricted income is accounted for within Restricted Funds when it is receivable (if this has been notified to The Elizabeth Foundation). Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Expenditure related to Restricted Funds is matched to Income in accordance with the terms of the award or grant.

-Donated services, facilities, and other gifts and donations in kind are accounted for in the Statement of Financial Activities when they are received and at an appropriate value to the charity where this can be quantified and where material. Corresponding additions to Fixed Assets, Stock or operating costs are made according to the nature of the item. The value of services provided by volunteers has not been included in these accounts.

**1. ACCOUNTING POLICIES - continued**

**Income**

**INCOME FROM CHARITABLE ACTIVITIES**

Activities which further the charitable objectives of The Elizabeth Foundation include:

-Nursery Programmes: baby, toddler and pre-school education programmes for children who are deaf and their parents (who have chosen to develop their child's listening and spoken language skills in a natural, fun and child-centred way);

-Family Support: practical and emotional support and counselling for such parents and families delivered either at The Elizabeth Foundation Family Centre or through our Home Learning Programme;

-Outreach and other services: regular liaison with related health professionals and mainstream schools; making The Elizabeth Foundation's day to day operations open to visiting professionals and researchers to further their professional development and project work, and to disseminate our expertise as early intervention practitioners; providing leading-edge hearing testing and diagnosis facilities and equipment; and providing the counselling and support to families required to complement testing and diagnosis activities.

In some cases these activities give rise to sources of operating income from contracts, service level agreements and discretionary grants from public bodies. Most such sources are subject to annual renegotiation, local spending priorities, and availability of funds from central government, and are not directly related to the full cost to The Elizabeth Foundation of carrying out the activity. Similarly, some discretionary grants (often with restrictions as to the use of the funds) are awarded to The Elizabeth Foundation by charitable or philanthropic trusts and foundations; each grant maker will have its own stringent application and monitoring procedures, and awards are usually subject to annual renegotiation or finite periods. The costs of sourcing, negotiating, managing and reporting upon such funding arrangements are accounted for as a cost of providing the related services. Fees are charged to beneficiaries for some services, and these are often set at nominal amounts to ensure that there is no financial constraint to prevent people who need our services from being able to access them. The following specific policies are applied to particular categories of income from our charitable activities.

-Income from contracts and other forms of agreement (including some described as 'grants'), where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Fees are accounted for when receivable

**Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. The Foundation is partially exempt of VAT purposes and expenditure includes irrecoverable VAT. Expenditure is allocated to the following cost centres using methods generally accepted in the sector (the ACEVO model for cost analysis, adapted to ensure compliance with SORP: Accounting and Reporting by Charities 2015):

-Costs of Raising Funds; including both direct and indirect allocations of payroll cost and administrative overhead, and direct costs associated with attracting voluntary income and carrying out fundraising activities

-Support Costs including Governance Costs; include direct and indirect costs of complying with all necessary constitutional and statutory requirements of the charitable company and its strategic management and risk assessment/management procedures

-Charitable Activities costs; comprising those costs incurred by the charity in the delivery of its activities and services. It includes both directly attributed costs, and allocations of indirect costs and overheads that are necessary to support them and without which it would not be possible to continue them

**1. ACCOUNTING POLICIES - continued**

**Expenditure**

All costs are allocated between these cost centres (expenditure categories) on a fair and consistent basis intended to reflect the use of the resource. Many types of cost include items that can be directly attributed, as well as a pool of costs that are dealt with by apportionment using an appropriate basis such as staff time allocation, estimated floor area usage, or another reasonable judgement of consumption. The information set out in Notes 6 to 8 summarises the outcome of detailed cost allocations based on the ACEVO model as explained above (this model is used to assist the charity's understanding of its cost of delivering services, and to provide a basis for full cost recovery discussions with potential funders when appropriate).

**Tangible fixed assets**

Assets are capitalised where their individual value exceeds £500. Fixed Assets are stated at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of valuation, less estimated residual value, of each asset evenly over its expected useful life on a straight line basis. The rates most used in each category are as follows:

Freehold property	-	50 years
Office equipment	-	4 to 5 years
Long leasehold buildings	-	5 to 50 years
Computer equipment	-	4 to 5 years
School equipment	-	5 years
Medical equipment	-	3 to 5 years
Motor vehicles	-	5 years

Where depreciation is charged against assets representing restricted and designated funds, this depreciation is charged against that fund as it arises. The carrying values of tangible fixed assets are reviewed for impairment if events or changes in circumstances indicate that the carrying value may not be recoverable.

**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.

**Fund accounting**

Unrestricted funds are defined as grants, sponsorship and other income received or generated for the objectives of the charity without further specified purpose and which are available as general funds, but which may be required for committed projects or designated by the Trustees for specific purposes.

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.

**1. ACCOUNTING POLICIES - continued**

**Reserves**

The Elizabeth Foundation recognises that accounting reserves are not always represented by available liquid assets. Note 20 sets out how The Elizabeth Foundation reserves ('funds') are represented at the balance sheet date. It also provides information about reserves policies, including that for the Income and Expenditure Account, and additional details is also given in the Directors' (Trustees') Report. There are two reserve targets: a longstanding target to hold between 50% and 100% of total budgeted costs for the ensuing year in accessible free reserves and a minimum cash reserve of 25% of the current year's budget.

**Going Concern**

No material uncertainties that may cast significant doubt about the ability of the company to continue as a going concern have been identified by the directors. The directors plan to keep the charity as a going concern as referred to in the Aims and Objectives of the Trustee's Report.

**Debtors**

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

**Cash at bank**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors**

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

**2. DONATIONS AND LEGACIES**

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Donations	203,390	2,000	205,390	166,278
Legacies	132,425	-	132,425	85,062
Grants	<u>101,029</u>	<u>275,270</u>	<u>376,299</u>	<u>181,089</u>
	<u>436,844</u>	<u>277,270</u>	<u>714,114</u>	<u>432,429</u>

In addition to the legacies received in the year, the Foundation has been notified of its entitlement to further distributions from estates. The Foundations is unable to reliably estimate amounts receivable and accordingly has not recorded these as income.

# THE ELIZABETH FOUNDATION

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 2. DONATIONS AND LEGACIES - continued

Grants received, included in the above, are as follows:

	2021 £	2020 £
Comic Relief	75,815	-
Coronavirus Job Retention Scheme	51,566	-
BBC Children In Need	47,255	41,444
Garfield Weston Foundation	25,000	-
Communication Consortium	25,000	-
Global Make Some Noise	19,000	-
Ovingdean Hall Foundation	17,100	9,100
The Sobell Foundation	15,000	15,000
Generation Foundation	11,400	-
Barbara Ward Children's Foundation	10,000	10,000
GJW Turner Trust	10,000	-
Steel Charitable Trust	10,000	-
The National Lottery Covid Response	10,000	-
The Henry Smith Charity	7,500	7,500
The Boltini Trust	6,000	-
Hampshire & IoW Community Foundation	5,263	-
The Webb Family Charitable Trust	5,000	-
The Edward Gostling Foundation	5,000	-
Ecclesiastical Insurance	2,000	1,000
PF Charitable Trust	2,000	-
The Louis Ross Foundation	2,000	-
University of Portsmouth	1,600	-
The Fence Club Charity	1,500	-
The Sir James Roll Charitable Trust	1,000	-
David Solomon's Charitable Trust	1,000	-
Emilienne Charitable Trust	1,000	1,000
Other grants	2,300	5,091
The Leathersellers' Company	-	15,000
DM Thomas Foundation for Young People	-	10,084
Morrison's Foundation	-	10,000
Awards for All	-	9,482
Advanced Bionics	-	7,500
Didymus CIO	-	5,000
Santander Foundation	-	5,000
The Weinstock Fund	-	5,000
Clearwater Marine Investments	-	2,500
Hyperion Foundation	-	2,500
League of Friends of St Mary's Hospital	-	2,353
John Horniman's Children's Trust	-	2,000
The Irving Memorial Trust	-	2,000
Wave 105	-	1,928
Lexis Nexis	-	1,607
EG & MG Hall Charitable Trust	-	1,000
Lord Mayor of Portsmouth Community Chest	-	1,000
Persimmon Homes	-	1,000
Victorious Festival	-	1,000
	<b>£376,299</b>	<b>£181,089</b>

# THE ELIZABETH FOUNDATION

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 3. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fundraising events	29,474	-	29,474	67,311
Fees for use of charity property	54,980	-	54,980	-
	<u>84,454</u>	<u>-</u>	<u>84,454</u>	<u>67,311</u>

### 4. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Solar panels	6,413	-	6,413	5,751
Fixed asset investments	3,413	-	3,413	1,027
Deposit account interest	2,116	-	2,116	3,108
	<u>11,942</u>	<u>-</u>	<u>11,942</u>	<u>9,886</u>

### 5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021 £	2020 £
Session charges	Nursery Programmes	40,217	41,572
Audiology	Outreach and Other Services	152,358	151,701
Home learning & consultancy	Outreach and Other Services	(240)	10,358
Other charitable activities	Outreach and Other Services	-	8,100
		<u>192,335</u>	<u>211,731</u>

### 6. RAISING FUNDS

#### Raising donations and legacies

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Staff costs	88,322	-	88,322	93,700
Insurance	-	2,248	2,248	2,294
Premises & utilities	2,088	516	2,604	2,871
Communications & IT	3,637	666	4,303	933
Service consumables	122	3,405	3,527	3,025
Printing & promotion	4,360	-	4,360	5,951
Other costs	983	567	1,550	1,444
Hire charges & event costs	13,345	-	13,345	22,281
Carried forward	112,857	7,402	120,259	132,499

6. RAISING FUNDS - continued

Raising donations and legacies - continued

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Brought forward	112,857	7,402	120,259	132,499
Recruitment, ID checks, travel and subsistence	(384)	-	(384)	2,947
Depreciation	1,092	1,996	3,088	3,122
Support costs	16,181	1,405	17,586	20,594
	<u>129,746</u>	<u>10,803</u>	<u>140,549</u>	<u>159,162</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8) £	Support costs (see note 9) £	Totals £
Nursery Programmes	294,904	43,566	338,470
Family Support	8,101	751	8,852
Outreach and Other Services	238,067	26,520	264,587
	<u>541,072</u>	<u>70,837</u>	<u>611,909</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021 £	2020 £
Staff costs	340,820	326,429
Insurance	10,077	9,451
Premises & utilities	61,645	68,002
Communications & IT	3,994	3,876
Service consumables	23,149	15,084
Printing & promotion	4,695	5,552
Other costs	13,915	11,819
Recruitment, ID checks, travel and subsistence	734	2,221
Depreciation	82,043	81,393
	<u>541,072</u>	<u>523,827</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

9. SUPPORT COSTS

	Other £
Raising donations and legacies	17,586
Nursery Programmes	43,566
Family Support	751
Outreach and Other Services	26,520
	<u>88,423</u>

Support costs, included in the above, are as follows:

	Raising donations and legacies £	Nursery Programmes £	Family Support £
Wages	11,864	27,333	463
Premises & utilities	181	1,812	37
Communications & IT	2,196	5,060	86
Legal & professional fees	154	355	6
Auditor's remuneration	1,406	3,239	55
Bank charges	429	989	17
Recruitment, ID checks, travel and subsistence	47	108	-
Depreciation of tangible fixed assets	<u>1,309</u>	<u>4,670</u>	<u>87</u>
	<u>17,586</u>	<u>43,566</u>	<u>751</u>
		2021	2020
	Outreach and Other Services £	Total activities £	Total activities £
Wages	17,985	57,645	56,588
Premises & utilities	211	2,241	2,518
Communications & IT	3,329	10,671	16,766
Legal & professional fees	233	748	3,076
Auditor's remuneration	2,131	6,831	6,630
Bank charges	651	2,086	2,342
Recruitment, ID checks, travel and subsistence	71	226	2,562
Depreciation of tangible fixed assets	<u>1,909</u>	<u>7,975</u>	<u>5,183</u>
	<u>26,520</u>	<u>88,423</u>	<u>95,665</u>



**10. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	93,106	89,698
Auditors' remuneration	<u>6,830</u>	<u>6,630</u>

**11. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**12. STAFF COSTS**

	2021 £	2020 £
Staff costs :		
Wages and salaries	417,592	417,018
Social security costs	30,455	25,487
Pension contributions	35,512	34,211
Termination payments	<u>3,228</u>	-
	<u>486,787</u>	<u>476,716</u>

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

	2021	2020
Raising funds	2	3
Charitable activities	16	16
Support	<u>2</u>	<u>2</u>
	<u>20</u>	<u>21</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021	2020
£60,001 - £70,000	<u>1</u>	<u>1</u>

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	280,584	151,845	432,429
<b>Charitable activities</b>			
Nursery Programmes	21,927	19,645	41,572
Outreach and Other Services	170,159	-	170,159
Other trading activities	67,311	-	67,311
Investment income	<u>9,886</u>	<u>-</u>	<u>9,886</u>
<b>Total</b>	<b>549,867</b>	<b>171,490</b>	<b>721,357</b>
<b>EXPENDITURE ON</b>			
Raising funds	157,112	2,050	159,162
<b>Charitable activities</b>			
Nursery Programmes	147,058	196,264	343,322
Family Support	16,931	1,326	18,257
Outreach and Other Services	<u>194,696</u>	<u>42,623</u>	<u>237,319</u>
<b>Total</b>	<b>515,797</b>	<b>242,263</b>	<b>758,060</b>
Net gains/(losses) on investments	<u>(6,836)</u>	<u>-</u>	<u>(6,836)</u>
<b>NET INCOME/(EXPENDITURE)</b>	<b>27,234</b>	<b>(70,773)</b>	<b>(43,539)</b>
<b>Transfers between funds</b>	<u><b>3,904</b></u>	<u><b>(3,904)</b></u>	<u><b>-</b></u>
<b>Net movement in funds</b>	<b>31,138</b>	<b>(74,677)</b>	<b>(43,539)</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<u><b>1,643,247</b></u>	<u><b>1,347,995</b></u>	<u><b>2,991,242</b></u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><b>1,674,385</b></u>	<u><b>1,273,318</b></u>	<u><b>2,947,703</b></u>

# THE ELIZABETH FOUNDATION

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 14. TANGIBLE FIXED ASSETS

	Leasehold property Portsmouth Resource Centres £	School and medical equipment £	Fixtures, fittings & office equipment £	Motor vehicles £	Totals £
<b>COST</b>					
At 1 April 2020	3,397,979	230,366	157,142	19,248	3,804,735
Additions	-	11,675	11,978	-	23,653
Disposals	-	-	(1,080)	-	(1,080)
At 31 March 2021	<u>3,397,979</u>	<u>242,041</u>	<u>168,040</u>	<u>19,248</u>	<u>3,827,308</u>
<b>DEPRECIATION</b>					
At 1 April 2020	995,728	198,718	130,789	19,248	1,344,483
Charge for year	75,890	11,900	5,316	-	93,106
Eliminated on disposal	-	-	(1,080)	-	(1,080)
At 31 March 2021	<u>1,071,618</u>	<u>210,618</u>	<u>135,025</u>	<u>19,248</u>	<u>1,436,509</u>
<b>NET BOOK VALUE</b>					
At 31 March 2021	<u>2,326,361</u>	<u>31,423</u>	<u>33,015</u>	<u>-</u>	<u>2,390,799</u>
At 31 March 2020	<u>2,402,251</u>	<u>31,648</u>	<u>26,353</u>	<u>-</u>	<u>2,460,252</u>

The value of fully constructed long leasehold buildings (Portsmouth Resource Centres) at 31 March 2021 has been estimated for insurance purposes by the directors at £4,339,500 (2020: £4,296,500). This figure, in the opinion of the directors, closely reflects the commercial value.

### 15. FIXED ASSET INVESTMENTS

	Unlisted investments £
<b>MARKET VALUE</b>	
At 1 April 2020	96,853
Additions	235,000
Revaluations	<u>18,231</u>
At 31 March 2021	<u>350,084</u>
<b>NET BOOK VALUE</b>	
At 31 March 2021	<u>350,084</u>
At 31 March 2020	<u>96,853</u>

There were no investment assets outside the UK.

**THE ELIZABETH FOUNDATION**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**16. STOCKS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Goods for resale	<b>2,257</b>	1,457
Stationery and office consumables	<b><u>2,432</u></b>	<u>2,069</u>
	<b><u>4,689</u></b>	<u>3,526</u>

**17. DEBTORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>28,636</b>	4,311
Prepayments and accrued income	<b><u>135,228</u></b>	<u>92,625</u>

**18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	<b>12,825</b>	8,080
Social security and other taxes	<b>34,031</b>	10,718
Other creditors	<b>850</b>	850
Accruals	<b>41,105</b>	27,889
Deferred income	<b><u>40,617</u></b>	<u>61,376</u>
	<b><u>129,428</u></b>	<u>108,913</u>

The Foundation has deferred income where income has been received in advance for fundraising events and nursery session charges and where grants have been received but the Foundation has not yet met the recognition criteria.

Deferred income at 1 April 2020	<b>61,376</b>
Amounts released from deferred income	<b>(36,376)</b>
Amounts deferred this year	<b><u>15,617</u></b>
Deferred income at 31 March 2021	<b><u>40,617</u></b>

**THE ELIZABETH FOUNDATION**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**19. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fixed assets	1,174,316	1,216,483	2,390,799	2,460,252
Investments	350,084	-	350,084	96,853
Current assets	585,479	19,387	604,866	499,511
Current liabilities	(129,428)	-	(129,428)	(108,913)
	<u>1,980,451</u>	<u>1,235,870</u>	<u>3,216,321</u>	<u>2,947,703</u>

**20. MOVEMENT IN FUNDS**

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
<b>Unrestricted funds</b>				
General fund	1,674,385	302,048	4,018	1,980,451
<b>Restricted funds</b>				
National Lottery Charities Board				
Reserve	122,244	(4,611)	-	117,633
Grants & Fees Reserve	12,812	10,593	(4,018)	19,387
Ovingdean Fixed Assets Reserve	354,533	(14,307)	-	340,226
Portsmouth Resource Centres Reserve	783,729	(25,105)	-	758,624
	<u>1,273,318</u>	<u>(33,430)</u>	<u>(4,018)</u>	<u>1,235,870</u>
<b>TOTAL FUNDS</b>	<u>2,947,703</u>	<u>268,618</u>	<u>-</u>	<u>3,216,321</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	698,641	(414,824)	18,231	302,048
<b>Restricted funds</b>				
National Lottery Charities Board				
Reserve	-	(4,611)	-	(4,611)
Grants & Fees Reserve	304,204	(293,611)	-	10,593
Ovingdean Fixed Assets Reserve	-	(14,307)	-	(14,307)
Portsmouth Resource Centres Reserve	-	(25,105)	-	(25,105)
	<u>304,204</u>	<u>(337,634)</u>	<u>-</u>	<u>(33,430)</u>
<b>TOTAL FUNDS</b>	<u>1,002,845</u>	<u>(752,458)</u>	<u>18,231</u>	<u>268,618</u>

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	1,643,247	27,234	3,904	1,674,385
<b>Restricted funds</b>				
National Lottery Charities Board Reserve	126,855	(4,611)	-	122,244
Grants & Fees Reserve	42,796	(26,080)	(3,904)	12,812
Ovingdean Fixed Assets Reserve	368,840	(14,307)	-	354,533
Portsmouth Resource Centres Reserve	809,504	(25,775)	-	783,729
	<u>1,347,995</u>	<u>(70,773)</u>	<u>(3,904)</u>	<u>1,273,318</u>
<b>TOTAL FUNDS</b>	<u>2,991,242</u>	<u>(43,539)</u>	<u>-</u>	<u>2,947,703</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	549,867	(515,797)	(6,836)	27,234
<b>Restricted funds</b>				
National Lottery Charities Board Reserve	-	(4,611)	-	(4,611)
Grants & Fees Reserve	171,490	(197,570)	-	(26,080)
Ovingdean Fixed Assets Reserve	-	(14,307)	-	(14,307)
Portsmouth Resource Centres Reserve	-	(25,775)	-	(25,775)
	<u>171,490</u>	<u>(242,263)</u>	<u>-</u>	<u>(70,773)</u>
<b>TOTAL FUNDS</b>	<u>721,357</u>	<u>(758,060)</u>	<u>(6,836)</u>	<u>(43,539)</u>

**NATIONAL LOTTERY CHARITIES BOARD RESERVE**

Some years ago, the charitable company applied for and was awarded a project grant from the National Lottery Charities Board. The grant received is subject to restrictions, and accordingly is treated as a Restricted Fund. The related assets are subject to ongoing restrictions for a period of 80 years; and the Foundation may not dispose of these assets without the prior written permission of the National Lottery Charities Board (grantor). £230,300 of the grant was spent on depreciable fixed asset additions in the year ended 31 March 1998; depreciation charged on these assets is set against the fund each year. The remaining part of the grant was for revenue purposes to fund an additional teacher, together with project management costs and by 31 March 2001 this had been fully expended. (Note - The current operating name of the Lottery Charities Board is The Big Lottery).

**20. MOVEMENT IN FUNDS - continued**

**GRANTS AND FEES RESERVE**

The Elizabeth Foundation receives restricted grants and fees for specific charitable purposes from different grant making bodies and other agencies. These funds are spent on both depreciable fixed assets and revenue expenditure. In the year to 31 March 2021 the reserve was mainly utilised on speech and language therapy projects, teaching and nursery team employment costs, technology to directly assist children's learning, classroom refurbishment, costs of running a support group for children with a temporary or milder hearing loss, the home learning programme and other costs associated with early intervention and family support activities.

**OVINGDEAN HALL FOUNDATION RESERVES**

**Ovingdean Hall Foundation: Income and Expenditure Reserve**

This reserve held the unexpended restricted funds donated by the Ovingdean Hall Foundation for a range of special-purpose projects. The fund balance represented grants given but not expended towards the Test Centre refurbishment and extension. These funds had been fully utilized and transferred to the Ovingdean Hall Foundation Fixed Asset Reserve at 31 March 2015.

**Ovingdean Hall Foundation (OHF): Fixed Asset Reserve**

This reserve shows the amount of restricted grant from OHF that has been used for agreed purposes to purchase fixed assets for charity use. The fund balance represents grant-funded expenditure on solar panel installations, the construction of the Sunshine Memory Garden, purchase of a new minibus and carport and children's outdoor play equipment, and expenditure on the first phase of the Early Detection Centre extension project, which was completed in October 2014 and then named the Ovingdean Building. Depreciation charged on these assets is set against the fund each year once the related asset has been brought into use.

**PORTSMOUTH RESOURCE CENTRES RESERVE**

This reserve shows the receipt of past appeals and donations to raise money for the construction of The Elizabeth Foundation's educational facilities. This includes the 'Raise the Roof' appeal (including its final phase, the Baby Unit and the new storage basement beneath), and grants for playground equipment. The money has now been fully spent, and the building, its first-floor extension, Baby Unit annexe, and the playground area are included within fixed assets. Depreciation charged on these assets is set against the fund each year once the related asset has been brought into use.

This reserve also includes the receipts less administration costs of appeals to finance the construction and extension of the Early Detection Centre, now named the Ovingdean Building. The money has now been fully spent and the building is included in fixed assets. Depreciation charged on these assets is set against the fund each year.

**FIXED ASSET EXPENDITURE RESERVE**

The Fixed Asset Expenditure Reserve represents the value of unrestricted funds designated by the Board of Trustees for expenditure on fixed assets in the following year, whether or not a capital commitment existed at the balance sheet date. No such designation had been made at 31 March 2021 or 31 March 2020.

**INCOME AND EXPENDITURE ACCOUNT**

The Income and Expenditure Account represents the total of accumulated unrestricted and undesignated surpluses that The Elizabeth Foundation has generated during its history. As shown in Note 19, at 31 March 2021 most of these funds have been used over the years to build or buy the fixed assets (premises and equipment) that The Elizabeth Foundation uses to deliver its charitable services. At 31 March 2021 the Income and Expenditure account totalled £1,980,451 and was comprised of fixed assets of £1,174,316, investments £350,084, current assets of £585,749 and current liabilities of £129,428. Further information about the Trustees' aims in respect of free reserves is set out in the Directors' Report. In particular, the Trustees consider that the charity needs to build up its liquid assets.

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

21. OTHER FINANCIAL COMMITMENTS

Operating Lease Commitment - Property

The Elizabeth Foundation entered a lease dated 1 March 1987 for a period of 99 years, in respect of land at Cosham which comprises the site of the Family Centre and Test Centre buildings that form the headquarters of The Elizabeth Foundation. The ground rent payable was reviewed during the previous year and at 31 March 2021 the commitments under the lease are as follows:

	2021 £	2020 £
In less than one year	9,000	8,000
In two to five years	42,000	40,500
In more than five years	<u>629,125</u>	<u>639,625</u>
	<u>680,125</u>	<u>688,125</u>

Operating Lease Commitments - Office equipment

At 31 March 2021 The Elizabeth Foundation had annual commitments under non-cancellable operating leases for office equipment as follows:

	2021 £	2020 £
In less than one year	252	252
In two to five years	1,898	1,786
In more than five years	-	-
	<u>2,150</u>	<u>2,038</u>

22. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

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

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	268,618	(43,539)
Adjustments for:		
Depreciation charges	93,106	89,698
(Gain)/losses on investments	(18,231)	6,836
Interest received	(2,116)	(3,108)
Dividends received	(3,413)	(1,027)
(Increase)/decrease in stocks	(1,163)	1,488
(Increase)/decrease in debtors	(66,928)	9,346
Increase in creditors	<u>20,515</u>	<u>45,657</u>
Net cash provided by operations	<u>290,388</u>	<u>105,351</u>



**24. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.20 £	Cash flow £	At 31.3.21 £
<b>Net cash</b>			
Cash at bank and in hand	<u>399,049</u>	<u>37,264</u>	<u>436,313</u>
<b>Total</b>	<u>399,049</u>	<u>37,264</u>	<u>436,313</u>