

**REGISTERED COMPANY NUMBER: 05458934 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1111804**

**REPORT OF THE TRUSTEES AND  
GROUP FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020  
FOR  
ACTIVE LUTON**

FKCA Limited  
Statutory Auditor  
260 - 270 Butterfield  
Great Marlings  
Luton  
Bedfordshire  
LU2 8DL

**ACTIVE LUTON**

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for the Year Ended 31 MARCH 2020**

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**ACTIVE LUTON**  
**REFERENCE AND ADMINISTRATIVE DETAILS**  
**for the Year Ended 31 MARCH 2020**

The trustees serving during the year and since the 31 March 2020 are as follows:

**Local Authority Trustees**

Clive Richard Mead  
Mahmood Hussain  
John Young

**Ordinary Trustees**

Clive Anthony Robins (resigned – 19 August 2019)  
Patricia Anne Wilson (resigned - 29 April 2019)  
Jonathan David Williets  
Mark Lawrence Cattle  
Paul Phillip Seath  
Kevin John Poulton  
Leone Tichaona Madongorere (resigned - 11 April 2019)  
Femy Annetta Lester  
Ali Haider (appointed - 17 April 2019)  
Magdalena Katarzyna Goleblewska (appointed - 17 April 2019)  
Derek Anthony Ludlow (appointed – 24 July 2019)  
Emma Kate Knowler (appointed – 22 January 2020)  
Priya Chauhan (appointed - 22 January 2020)  
Ann Morag Stewart  
Glynis Yates

**Chief Executive Officer**

Helen Barnett

**Company Secretary**

Sue Jones

**Registered Office**

Wigmore Hall  
Eaton Green Road  
Luton  
Bedfordshire  
LU2 9JB

**Registered Company Number**

05458934 (England and Wales)

**Registered Charity Number**

1111804

**Auditors**

FKCA Limited  
260-270 Butterfield  
Great Marlings  
Luton  
Bedfordshire  
LU2 8DL

**ACTIVE LUTON**

**REFERENCE AND ADMINISTRATIVE DETAILS  
for the Year Ended 31 MARCH 2020**

**Solicitors**

Winkworth Sherwood  
Minerva House  
5 Montague Close  
London  
SE1 9BB

Pictons Solicitors LLP  
28 Dunstable Road  
Luton  
Bedfordshire  
LU1 1DY

**Bankers**

The Co-Operative Bank  
2-6 Alma Street  
Luton  
Beds  
LU1 2PL

Bank of Scotland  
2nd Floor  
249 Silbury Boulevard  
Milton Keynes  
Bucks  
MK9 1NA

NatWest Bank  
31 George Street  
Luton  
LU1 2YN

Metro Bank  
10-20 Castle Street  
Luton  
LU1 3AJ



## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

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 2020. 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).

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The Company has been established to:

- Provide or assist in the provision of facilities and services for recreational, sporting or other leisure time occupation in the interests of social welfare, such facilities being provided to the public at large save that special facilities may be provided for persons who by reason of their youth, age, infirmity or disability, poverty or social or economic circumstances may have need of special facilities and services;
- Promote community participation in healthy recreation;
- Advance the education of the public of the benefit of active lifestyle and in particular the value of physical activity for young people as part of the school curriculum;
- Such other charitable purposes beneficial to the community consistent with the objects above as the Trustees shall in their absolute discretion determine.

We believe that sport and physical activity is of benefit to the community for their physical, mental and emotional health and wellbeing and we aim to make a difference to the lives of the people of Luton, working in partnership with like-minded organisations.

##### Our Mission

Active Luton is a community wellbeing trust. We are committed to making a positive impact on the health and wellbeing of Luton's communities; inspiring, motivating and offering opportunities for people of all ages, backgrounds, and abilities to learn and take action to improve their life chances. We provide a wide range of high-quality programmes, activities and facilities enabling local residents to participate in physical activity; improve their health and wellbeing; enhance their education and skills through training; and create career opportunities. Our services are inclusive, accessible, and affordable and we work closely with partners locally, across the region and nationally, continuously looking to bring the best to our diverse and vibrant community

The charity also hosts Team Beds & Luton (TBL) which is one of 43 Active Partnerships across England which work collaboratively with local partners to create the conditions for an active nation, using the power of sport and physical activity to transform lives. Active Partnerships are locally-based, strategic organisations that recognise that activity levels are affected by a complex system of influences and no single organisation or programme create sustainable change at scale. By adopting a collaborative, whole-system approach, Active Partnerships seek to make active lifestyles the social norm for everyone to address inactivity in society.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRATEGIC REPORT

##### Achievement and performance

##### Charitable activities

##### Highlights of the Year

#### Healthy Lifestyles for All

This year marks the second full year of the Total Wellbeing Luton integrated wellbeing service. Huge strides have been made in the development of our healthy lifestyles offer to meet the diverse needs of Luton's communities and improve the health and wellbeing of all sectors of the population. Our healthy lifestyles team supported nearly 7,500 people - from people living with long-term conditions to people looking to reduce their BMI and improve their wellbeing to people struggling with loneliness and isolation.

#### Making an impact

- 66% of all participants in our healthy lifestyles programmes reported changing from being inactive to active (according to Government physical activity guidelines)
- 80 % reported an increase in emotional wellbeing
- 26% reported eating more fruit and vegetables as part of embracing a healthier lifestyle

One data set which would become particularly significant as the COVID-19 pandemic took hold was our impact on reducing the need for GP and/or hospital visits.

- 53% of people who participated in one of our healthy lifestyles programmes reported requiring fewer GP appointments.
- 44% reported needing fewer hospital appointments or making fewer visits to the Emergency Department.

#### Who We Supported

- 57% from the top three most deprived wards in Luton
- 16 different ethnic backgrounds
- 60% female, 39% male, 1% trans/other
- 59% aged 25-65
- 20% under 18
- 12% over 66
- 6% aged 18-25

We also supported over 4,000 people - from frail older people to young people at risk of anti-social behaviour - with community outreach programmes.

Our teams have worked hard to support Luton and national charities and have held bake sales, sponsored rides, collections and events to raise money for The Stroke Association, British Lung Foundation, Macmillan Cancer Support, MS Society, Luton Foodbank and Mary Seacole among others. We're also an active partner in the Love Luton group which brings together Luton's businesses, voluntary and community groups and Luton Council to work to create confidence, pride and a positive image of Luton by organising events and initiatives to bring the community together, including a community awards fund to support local groups and charities.

#### Healthy Lifestyles Highlights

- We launched an online adult healthy lifestyles programme with video sessions and questionnaires on topics including 'A Healthy Way to Start the Day' and 'Facts About Fats'.
- We offered community-based programmes for children and their families at Orbital Trampoline Park, an activity club at River Bank Primary School and a new Saturday family healthy lifestyles programme at Hightown Community Sports & Arts Centre.
- We introduced a healthy lifestyles programme in Luton's schools, in collaboration with our Active Education team, with improvements reported as a result in physical activity, behaviour, educational attainment and healthy eating.
- We also worked with school staff on a healthy lifestyles programme including physical activity, work/life balance, stress and making and preparing healthy meals.
- We delivered maternal healthy lifestyles sessions at Lewsey Sports Park and the Flying Start Centre in The Mall, as well as bespoke sessions in children's centres.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

- Our healthy lifestyles programme for children and families was referenced in a national White Paper from Public Health England entitled, Key Performance Indicators: Tier 2 Weight Management Services for Children and Their Families.

#### Case Study

Justine had struggled with her weight and low mood for years before she was referred to Total Wellbeing Luton's healthy lifestyles team.

*"I learnt a great deal, such as just how important breakfast is, how to spot hidden sugars on food labelling and portion awareness. There was an exercise component too which enabled me to try different forms of exercise, such as Zumba, Body Combat and Pilates. My confidence and stamina grew."*

Justine lost 11 per cent of her body weight and over 10 centimetres from her waist and continues to exercise regularly.

*"I feel amazing. I have transformed into someone I don't recognise to be honest."*

#### **Healthy Lifestyles Programmes**

##### Health Checks

We delivered over 500 Health Checks PLUS over 200 Health MOTs in the community and in businesses and schools across Luton. Well known people from the Luton community encouraged people in the 40-74 age bracket to book their NHS Health Checks with us.

##### Long-term Conditions

We supported over 500 people to live healthier lives and manage conditions ranging from cancer to stroke, COPD, diabetes and neurological conditions. We introduced a twice weekly phase III NHS Cardiac Rehabilitation programme at Lewsey Sports Park welcoming around 60 people per week.

The programme includes a 'Healthy Hearts' workshop to help people transition to community exercise sessions with the Total Wellbeing team in phase IV. Optimum Physiotherapy also has two clinics at Lewsey seeing around 30 people per day. Our team's work was featured in a national paper about long term conditions by The Richmond Group, 'The Multiple Conditions Guidebook'.

##### Case Study

*"After having my stroke, it made me limited in my physical ability, restricting me from being able to do normal, day-to-day living. I feel much better and my mobility has improved a lot more, giving me more confidence in and outside of the gym. I'm thankful for the help of the team, I don't know where I would have been without their help!"*

Walid, Stroke Rehabilitation Programme

*"The classes are excellent. I mentioned my constant battle with diet and also received help on that front. Physically I am stronger."*

Stephen, Cardiac Rehab Programme

##### Exercise Referral and Physical Activity

Our Hydra Health aquatic rehabilitation and Exercise Referral programmes expanded to Lewsey and Lea Manor and supported over 450 people to become or to stay active. Hydra Health was featured in a case study by Swim England and in an article about aquatic rehabilitation by Versus Arthritis.

##### Stop Smoking

We supported nearly 1,000 people to quit smoking and ran 30 different community clinics across Luton in GP surgeries, community centres, hospitals, Active Luton's leisure centres and in businesses and other organisations.

We launched a new programme with a high street vape shop, offering community-based stop smoking support and medication. The programme saw 100 quitters between September 2019 and April 2020. A second vape shop is joining this programme in 2020.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### Social Prescription

We supported over 1,000 people through our Social Prescribing offer. At the start of 2020 we employed four new Link Workers to work with Primary Care Networks (PCNs) to support groups of people who were frequent users of primary care services, for example people with respiratory conditions, Diabetes, children with complex needs and frail, elderly people.

Our Young People's Social Prescription programme, Life Hacks, supported over 100 young people with complex needs ranging from physical and emotional health problems, youth offending, community cohesion and safeguarding.

We also recruited two new Programme Leads for a High Intensity User (HIU) programme to support people who had visited the Luton and Dunstable University Hospital Emergency Department on 15 or more occasions. This programme marked the expansion of our work outside Luton to include the Bedfordshire Clinical Commissioning Group covering Dunstable, Leighton Buzzard, Toddington and Caddington.

#### Healthy Workforce Programmes

The past year has seen significant growth in demand for our health and wellbeing support in the workplace. We've visited schools, businesses both large and small and community organisations to provide physical and emotional support in the form of bespoke wellbeing days and events offering our wide range of service including NHS Health Checks, stop smoking support and physical and emotional wellbeing advice.

#### Active Communities

Our Healthy Lifestyles and Active Communities teams attended well over 100 community events showcasing, supporting and raising awareness of their wide variety of health and wellbeing and physical activity offers.

Our Active Communities team continued to reach out into Luton's communities developing tailored offers to meet local needs and nurturing an enthusiasm for physical activity starting at birth through to young people and older people.

#### Active Communities Highlights

- We delivered over 20 ME TIME women's activity sessions per week
- We doubled capacity for women-only swimming lessons in response to demand
- We signed up 300 families to ME TIME Family, targeting families in Luton who face multiple barriers to being physically active
- We ran 15 sessions per week in community settings including Zumbini and Legs, Bums and Tots
- We introduced a new 'Mum and Me' dance aerobics session
- We attended 'Talking Takes Off' training to raise awareness of the Flying Start initiative and its role in developing speech and language for under 5s
- We worked with multiple community partners including the Luton All Women's Centre, The Culture Trust Luton, local schools, St Peters Church, Flying Start, Penrose, Coaching Direct, Directional CIC, Luton Town Street League, Wicketz East, Families United Network, YouTurn Futures and Azalea

#### **Developing Community Health Hubs**

##### Hart Hill Adventure Playground

Our Active Communities team's work in recent years to develop a community health hub at Hart Hill Adventure Playground has meant that there are now a wide range of well-embedded programmes at the centre. The team's work has included:

- Delivering an intervention programme for young people deemed at risk and supporting 29 young people to achieve a Sports Leaders accredited Young Leader Award
- Running a week-night youth club
- Developing physical activity sessions for the community including sessions tailored for older people, dedicated women's sessions and targeted sessions for young families, schools and young people
- Gaining high engagement for regular community events at the centre
- Starting 'Tea and Talk' sessions to network with local residents and to signpost people to other services

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### Hightown Community Sports & Arts Centre

Now well established as the home of Total Wellbeing Luton, we continued to develop the community offer at Hightown. The centre also hosts school PE for neighbouring St Matthews School and is home to the Luton Community Choices group for adults with learning disabilities.

Our new Youth Zone continued to attract local young people keeping them active in fun sessions ranging from football, dance, yoga and Zumbini for young children and families. These sessions were often developed in partnership with local community groups and clubs, some of which showcased their work at the annual Hightown Festival.

The team also enhanced the offer for the well-established 'Full of Life' group for older people, holding a Silver Sunday celebration and introducing speakers and special interest sessions including talks from the police and fire services around home security and fire safety and from our training team on First Aid and from the Total Wellbeing team about sleep.

#### Stockwood Park Athletics Centre

Stockwood Park Athletics Centre continued to host a wide range of groups and physical activity sessions - from elite athletes undertaking training to parent and buggy fitness. The centre continued to host Luton Athletics Club, Roots to Rings, Saints Athletics, Luton Town Ladies Football Club (Development Squad), Luton Celtics Youths and Gaelic Football, Dunstable Road Runners, Stopsley Striders and Gallacticos FC. And of course, the annual Love Luton Half Marathon!

The team introduced a new, very popular outdoor circuits session, small group activity/training sessions and a women-only exercise space. They also developed and delivered regular PE and activity sessions for a group of multi-faith, home-schooled children.

#### River Bank Primary School

Having played a founding role in establishing Active Education Academy Trust, we continue to play a key part in providing essential support services for River Bank Primary School. River Bank is also an important community asset for our outreach programmes. The school hosts family healthy lifestyles programmes, children's sports clubs, women's activity sessions and community engagement days to encourage physical activity and emotional wellbeing

#### Centres at the Heart of Communities

Our leisure centres are important to the communities they serve, welcoming everyone from babies to older, retired people, people training for elite or endurance events through to people living with long-term conditions or recovering from injury.

We have something for everyone and pride ourselves on welcoming and supporting all our customers - whatever their age, background or ability - to look after their health and wellbeing.

#### **Leisure Services Highlights**

##### Halo

Our members embraced the introduction of the Halo Fitness app providing an exciting way to track workouts by setting goals, creating and storing workouts and even requesting new workout ideas from the Halo personal trainer.

##### Anyone for Tea?

Our café at Inspire had a makeover - with bright, modern décor and furniture - and a new menu. The new menu includes wholesome breakfasts, lunches and snacks, plus old favourites and a dedicated kid's menu - perfect for after swimming lessons.

##### Upcycling

Lea Manor benefitted from investment in a new suite of static bikes for the ever-popular studio cycle group fitness classes.

##### Group Fitness Mania

In the heat of July 2019, Lewsey Sports Park hosted a Fight Klub event on the outdoor multi-use games area as part of the Lewsey Festival celebrations. Around 100 people took part in the blazing summer sunshine accompanied by a live DJ.



## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

In January 2020 we saw our largest ever annual Les Mills launch event at Lea Manor, welcoming over 50 group fitness fans to a fun day of our top Les Mills classes. Community businesses also attended including local sports clothing, beauty and massage and cupcake companies along with healthy lifestyles specialists from Total Wellbeing Luton.

#### Customer Feedback

*"These (yoga) classes have given me so much more self-confidence and peace of mind. My blood pressure is reduced, and I am less dependent on medication. I'm enjoying new healthy food and drinks. Everyone has commented on how my clothes fit better and I am physically stronger than before. I really look forward to these classes at both Inspire gym and Lewsey gym. Active Luton you have a real gem in this instructor."*

Group fitness customer

#### Junior Gym and Group Fitness

Our dedicated junior gym times are very popular and mean that young people from age 11 upwards can visit the gym unaccompanied at set times with our experienced gym instructors always on hand to help and support them.

We have also expanded our group fitness offer for juniors. One of the new additions to our FloatFit programme is FloatFit Grow - a great fun, action-packed class for children from age eight and their families.

Children from age 11 can take part in Zumba, Aqua Aerobics, Body Blitz, Step and Circuits sessions. From age 12 they can do Studio Cycle and from age 14 Body Blitz, Core Stability, Total Abs, Triple T, Body Combat, Pilates, Yoga, ZenGa, Stretch and Thighs, Hips, Bums and Tums. From age 16 the whole group fitness timetable is open to anyone including our very popular Les Mills and Fight Klub classes.

#### Your Pool

Our swimming pools across Luton continue to attract people from all ages, demographics and abilities. From babies to older swimmers, competitive and leisure swimmers, pool-based group exercise fans to people with mobility problems or requiring rehabilitation. That's why our pool is your pool.

The Gladiator inflatable continued to draw in children and young people to work off some energy in the school holidays.

Well over 16,000 children and adults learned to swim and dive on our Hydra Learn programmes.

We expanded our programme of FloatFit classes to include FloatFit Grow for children from age 8 and parents or guardians and FloatFit Balance, a mix of yoga, Pilates and stretch on the Aquaboard.

#### Team Feedback

*"We've supported people on our Hydra Health programme with a huge range of problems - and not purely physical. Often, it's about helping people regain their confidence after suffering speech and mobility impairments for example."*

*"Helping to get people moving in the water again has a significant effect on emotional wellbeing as well as improving physical problems. We've also helped people get back to training at a more intense level in adapted ways after serious health events."*

Hydra Health Team

Over 2,000 swimmers used our free SwimTag aids to track their swimming - an increase of 10% on last year.

We launched our hugely popular Swim England 'Inspired by Disney' family sessions and ran sessions inspired by Toy Story 4, Mickey Mouse and Friends and Frozen II - all of which were hugely popular.

#### Anyone for Golf?

Our golf course at Stockwood Park Golf Centre continued to receive rave reviews from customers about the quality of the course. We introduced a junior development programme to encourage young people into the game and refurbished our 21-bay Practice Facility and added targets and two new driving bays with nets.

#### Active Training and Development

Our Active Training and Development team is a leading training provider across Luton and throughout Bedfordshire. The team delivered 256 courses and trained 2,360 new candidates during 2019/20 - all of which led to qualifications and new life skills to improve employability.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### Who We Worked With:

- Under 18s - 39%
- Adults - 61%
- Men - 35%
- Women - 65%
- BAME Backgrounds - 47%

#### Apprentices

Twenty-four apprentices completed qualifications ranging from Customer Service, Activity Leadership and PE and School Sport through to Leisure Operations and Management. Fifty-four per cent are now employed with Active Luton - with the remainder in other, full-time employment or higher education.

#### Skills and Qualifications Taught:

- National Pool Lifeguard Qualifications
- Other poolside rescue qualifications
- Swimming teacher and coaching qualifications
- First Aid qualifications First Aid awareness training for young children
- Activity Leader Courses
- Mental Health Awareness
- Chemistry in High Schools (pool testing)
- Food Safety

#### Continuing the Link

Our Community Led Local Development (CLLD) 'Link' project continues to work hard to upskill Luton residents from our most deprived wards who are unemployed and not in education or working less than 16 hours a week. To improve skills and employment prospects we've supported people to complete 161 qualifications including swimming teacher qualifications, lifeguard qualifications, activity leadership and food safety.

#### Case Study

Matt was introduced to our Link programme through a Marsh Farm Community project. He was suffering from low self-esteem after a relationship break up and was unemployed. Through the Link project, Matt jumped at the chance to learn some new skills and be part of something that could lead to new opportunities. He worked hard to gain a Level 2 Activity Leadership qualification. From this Matt was introduced to our team at Lewsey Sports Park and started work experience in the gym using a qualification he had gained many years before and never used. He was so energised and enthusiastic that it wasn't long before he was employed by Active Luton and now works across our centres at Lewsey, Inspire and Lea Manor as a fitness instructor.

#### Making Luton a Healthier Workplace

Our Healthy Workplace Award is part of our CLLD project and provides a framework for Luton employers to make a commitment to employee wellbeing, helping organisations with recruitment and retention, sickness absence and employee productivity and satisfaction.

12 employers signed up to the Healthy Workplace Award in 2019/20.

#### Who the Link Project Helped:

- 51% were unemployed women
- 19% were aged over 50
- 10% had emotional or physical health problems and were given targeted support
- 47% were from BAME populations

#### Active Education

Our Active Education team of qualified teachers continues to work with Luton's schools to develop PE and physical activity - not just in PE lessons but also to incorporate more physical activity into the school day and in learning generally.

Over this past year the team has also been delivering first aid in schools to children and has developed healthy lifestyles offers for both children and school staff, working in partnership with Total Wellbeing Luton.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### School Games Programme

- 97% of Luton schools got involved in the School Games programme including 39 primary schools, 13 secondary school and seven infant schools.
- Over 28,000 children took part in Level 2 School Games events offering 18 different sports.
- We also supported schools' participation in 59 different sports tournaments or leagues.
- 85% of schools achieved a School Games Kitemark - 20% achieved bronze and 65% silver through to platinum awards.

#### Leadership Opportunities

Two hundred and seventeen young leaders from all 13 secondary schools in Luton plus Luton Sixth Form College supported School Games competitions. A further 60 volunteers supported our various competitions including coaches from local sports clubs and National Governing Bodies.

#### Learning Outside the Classroom

Advice and support given to schools in relation to educational visits has contributed to over 4,000 school visits being approved via the online approval system managed by Active Education and resulting in over 162,000 children enjoying learning outside the classroom experiences - a five per cent increase on last year.

#### Competitive Success

Luton's school children achieved seven gold, 10 silver and 13 bronze medals at various county sports finals.

#### Professional Development Opportunities

Over 1,000 learners benefitted from professional development opportunities delivered by the Active Education team to support.

#### Case Study

Working with Weatherfield Academy, our brief was to increase physical activity by training teachers in Literacy and Numeracy in Action. As a result of the training, teachers reported new confidence and fresh ideas to make lessons more active and to use different environments to enhance learning.

Students enjoyed the practical activities and there were improvements in engagement, learning and attainment. *"The training has supported my teaching in a way that allows me to differentiate the lessons in a fun and exciting way. The students have responded positively to the different strategies and I use these in the various subjects I teach."*

#### **team BEDS&LUTON - Our Active partnership**

#### Impact Report for the 2019-20 Financial Year

The last 12 months have seen us work hard to consolidate our work around the strategic priorities we established back in 2018 to ensure that we remain well placed to deliver terrific outcomes for the sport and physical activity communities, our partners and funders.

We also took the opportunity to review our strategic priorities, adding a seventh around the safety of opportunities for all Bedfordshire residents.

Finally, some time was spent planning for and recruiting a new Director in the light of Lloyd Conaway's retirement at the end of the financial year. We welcome Clare Fitzboydon from our team into the role of Director from 1st April 2020.

The team will be restructured slightly as a result of this appointment and a new role has been created to focus on Insight and Impact. Recruitment for this post will be made once COVID-19 restrictions allow.

The onset of COVID-19 at the very end of the financial year resulted in a swift and energetic response from the team to support national and local initiatives to provide access to on line resources supporting physical activity together with emergency funding and other resources to support Bedfordshire's sport and physical activity framework. It is envisaged that this work will continue well into 2020.

#### Our Mission

To work in partnership to support, develop and promote safe, high quality and inclusive opportunities for people to participate in sport and physical activity for life.



## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### Our Values

**Collaborative:** Working in partnership to support, inform and advise our local communities.

**Creative:** Always aiming to facilitate a range of innovative, positive and valued solutions.

**Passionate:** A proactive and knowledgeable team, committed to making a difference across Bedfordshire.

Our work during the year focused on seven key strategic priorities. Developed alongside our partners and customers, these areas of work are considered to be the most impactful and valued.

1. Brokering and facilitating access to resources
2. Support Local organisations to make opportunities for all more accessible
3. Continuously improve our understanding of the communities we serve
4. Support and facilitate a high-quality sport and physical activity framework
5. Deliver national programmes successfully at a Local Level
6. Support the development of a high quality, appropriate workforce across Bedfordshire
7. Ensure that Safeguarding, Inclusivity and Diversity underpins all aspects of our work.

#### How have we done?

The performance management framework of our primary funders and the Active Partnerships national team provide us with resources to measure our effectiveness. We were externally reviewed through Quest Active Communities for Active Partnership's in early 2019. The assessment focused on five core areas as part of Sport England Performance review, and three additional areas of work of our own choosing. Our classification was very good with areas of excellence.

This review has helped us to develop an improvement plan which we have worked hard to implement over the last twelve months. Our latest review has been delayed due to the pandemic and is now scheduled for the Autumn of 2020.

As part of our performance review process we ask each of our partners and organisations that we work closely with to provide feedback on the quality and effectiveness of our work. This is measured through a Net Promoter Score. We are again delighted to report that we are amongst the strongest performing Active Partnership in England with a score of 87.

We also survey our staff to measure satisfaction levels. This is again measured through a Net Promoter Score. Satisfaction levels are strong at 66 against a nationwide partnership average of 52.

#### **team BEDS&LUTON - Our Performance in numbers:**

##### **Finance & Investment**

Investment into Bedfordshire over and above Sport England national programmes	£476,634
National programme investment into Bedfordshire	£146,228
Annualised Income generated per employee	£96,744

##### **Project Performance - Satellite Clubs**

Satellite Club's - Clubs sustained during the year	8
Satellite Club's - Clubs established during the year	20
Satellite Club's - 14 - 19 year old participant numbers	292
Youth Forums established	4

##### **Project Performance - School Sport**

School Games - Level three countywide competitions delivered	69
School Games - Number of different sports and activities made available	21
School Games - Number of Level three countywide participants	3,003
School Games - Number of Level three SEND participants	248

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

School Games - Number of volunteers supporting Level three events	193
Active Lives Young People - Schools engaged	43
Active Lives Young People - Surveys completed	3,178

#### Project Performance - Continuous professional Development

School Sport - Conferences delivered	2
School Sport - Conference participants	262
School Sport - Workshops delivered	2
School Sport - Workshop participants	5
Coaching & Volunteering - Courses delivered	9
Coaching & Volunteering - Course participants	153

#### Stakeholder & Staff Satisfaction

Stakeholder Survey - NPS Score	87
Staff Satisfaction Survey - NPS Score	66

#### Our Financial Performance during 2019-20

Our headline numbers and how we have spent our funds during the year are summarised in the table below. Public Funds are those sourced from public bodies including Sport England and our Local Authority partners.

#### Senior Management Remuneration

None of our Senior Managers received remuneration of more than £50,000 during the last financial year.

#### Board Member Remuneration

All our Board Members are volunteers and do not receive payment for their role. Expenses maybe paid in certain circumstances. Expenses in relation to board related business totalled £323 in the last financial year.

#### Our Financial Headlines

Description	Public Funds £	Non Public Funds £	Total £
<u>Income</u>	447,177	75,532	522,709
<u>Expenditure</u>	421,002	93,498	514,450
Surplus	26,175	(17,966)	8,259
Reserves held with active Luton	N/A	N/A	122,106
<u>Expenditure</u>			
Staff & subcontractors	244,155	-	244,155
Staff training	-	2,248	2,248
Operational costs	31,023	-	31,026
Finance, legal & professional	12,232	-	12,232
Marketing & promotion	8,215	-	8,215
Workforce training & development	24,901	8,469	33,370
Volunteer training & development	3,117	-	3,117
School Sport & Young People programmes	97,356	25,620	122,976
Adult Participation programmes including Disability	-	22,883	22,833
Coaching - talented athletes swimming programmes	-	31,655	31,655
Subscriptions	-	2,623	2,623
<b>TOTAL SPEND</b>	<b>421,002</b>	<b>93,498</b>	<b>514,450</b>

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRATEGIC REPORT

##### Financial Review

##### Fundraising activities

This year we have made a deficit from our activities amounting to £898,247 compared to a deficit of £684,885 in the previous financial period. Of this deficit, £976,000 (2018/19: £612,000) relates to the Local Government Pension Scheme (LGPS). Looking at operational results prior to the pension adjustment, an operating surplus of £69,493 (2018/2019: (£66,534)) was achieved. This is a significant achievement when margins are low and there continues to be pressures on income levels. The pension adjustment is a significant value but does represent a non-cash adjustment.

A surplus of £8,260 (2018/19: £6,351 deficit) relates to the increase in restricted funds (TBL). This leaves a surplus of £69,493 (2018/19: £66,534 deficit) for all other activities.

A £935,000 actuarial gain (2018/19: £685,000 loss) arising from the requirements of Financial Reporting Standard 102, results in a total surplus of £36,753 (2018/19: £1,369,885 deficit). Our net liability of £870,168 shows an increase compared to the net liability of £906,921 at 31 March 2019.

Incoming resources for 2019/20 have increased to £10,555,959 compared to £10,493,854 in 2018/19 with the London Luton Airport Ltd (LLAL) donation remaining at the same level. Increases in attendance across the facilities operated as the charity has sought to improve the quality and quantity of services and membership income continues to grow. Secondary spend reduced as did some other income areas.

Total resources expended for 2019/20 increased to £10,620,206 compared to £10,693,739 in 2018/19. Increases in the pay rises were manageable due to Active Luton employees now being on the AL T & C so a pay rise of 1.5% was awarded. Other costs were controlled well.

Investment in sites continued to be significant with over £320,000 being invested. The largest part of this was at our gym and studio facilities in Lewsey to support future income growth and improve the services to our customers.

The balance on the restricted fund as at the year ended 31 March 2020 is £122,107 (2018/19: £113,847). The total unrestricted fund shows a deficit of £992,275 when including the designated funds (2018/19: £1,020,768).

##### Principal funding sources

The parent charitable company obtains a donation from London Luton Airport Limited which this year totalled £1.4million. Luton Borough Council provides some of its support services to the charity including Human Resources.

The public health contract awarded via a sub-contract from Turning Point commenced on 1st April 2018. The annual income amounts to £1.2m plus further income received from rental of space in some of Active Luton's centres. Further amendments to this contract were made in January 2020 with an increase in Social prescription delivery in other areas in Bedfordshire.

Grant income was minimal throughout the year although grant delivery continued under the CLLD programme. tBL still receive significant Sports England funding.

We receive the highest element of our income from the users of the facilities and the services provided by the charity. Pricing is carefully monitored and benchmarked to ensure that the group is encouraging all sections of the community to participate in activities being provided. Concessionary prices remain unchanged in order to support engagement with relevant groups in the community.

The charity operates from buildings and uses equipment leased at peppercorn rents from Luton Borough Council. No adjustment has been made to bring in the market value of those rents and equipment lease charges as a cost along with the corresponding adjustment to grants received.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRATEGIC REPORT

##### Financial review

##### Pension Review

The adjustments included in the year end results are as part of the review completed by Barnett Waddingham. The reserves policy as detailed below excludes the pension asset/liability as changes to this is the result of changes in the actuarial valuation and does not have an immediate cash flow impact i.e. it is not an asset that can be immediately drawn down or a liability that must be settled immediately. The charity continually monitors the situation with regard to defined benefit pension schemes generally and as this is a Local Government Pension Scheme the charity will be guided by government decisions on the future of such schemes.

Active Luton closed the LGPS to new entrants from 1st April 2020 and entered into an agreement with LBC for the employer rate to be capped for the next 3 years. As a result, the pensions assets & liabilities at this date will be transferred over to LBC.

##### Reserves policy

The Board review the reserve policy on a regular basis to ensure that reserves are maintained at a level that is consistent with the group having sufficient funds to operate at its planned activity levels taking into account the various financial risk factors that have been identified. It is a target that the group will operate with reserves at a level that equates to between one and three months of operating costs plus the net book value of fixed assets funded out of reserves. The aim is to hold a minimum reserve value of approximately £850,000.

Reserves held at the year-end (excluding fixed assets) were comfortably within the target range identified and can be used to support the organisation over the next couple of years.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRATEFIC REPORT

##### Future plans

The group continues to focus on diversifying income streams whilst also controlling its expenditure and, at the same time, maintaining the quality and level of services that the community receives. At the end of the 19/20 financial year further Health contract work had been obtained which involves offering services out of Luton Borough and into central Beds. The main development in the current year has been the expansion of running the library service on behalf of LBC for a minimum of 2 years. This further diversifies the services of Active Luton within the local community that can increase engagement with different groups and provides further facilities to deliver our services from.

It is also essential to maintain the focus on well-established operations and grow revenue streams where possible - swimming lessons and memberships. With the recent COVID pandemic, the membership bases for both these activities has reduced and the business focus will be to ensure we have the capacity to grow this income level back to the March 2020 levels over the next 12 months. All activities will be under review in order to ensure affordability, balancing against the need to increase income.

Further work has been completed with LBC to protect Active Luton from the increasing costs of the LGPS. A cap on the current pension rate within the next 3 years has been agreed which protects Active Luton. Ongoing a defined contribution pension is now the option for all new staff and will allow Active Luton to have a more affordable staff cost base going forward. A portable Defined Benefit contribution scheme has been set up with Scottish Widows which allows for a more affordable solution for staff.

Active Luton's focus continues very much on prevention, early intervention and aiming to improve the physical and emotional wellbeing of the Luton community.

Developments for the coming year will involve work in the following areas:

- Recovery of fitness membership numbers
- Continued development of the Hydra Learn to Swim numbers with reduced capacity
- Development of the library services, improving the service, increasing the reach and development of the overall library strategy with LBC as a partner
- Total Wellbeing Luton - healthy lifestyles contract including all healthy lifestyles services supported through physical activity. Increased activity through the extra social prescription funding
- Increased participation by targeted groups, including concessionary users, under 5s and older people
- An increased focus on customer service initiatives to ensure continued attraction of new customers and retention of existing customers
- An increased focus on PR of all areas of our work, particularly using social media.
- Strategic review of existing services to ensure they fit with corporate objectives and are affordable in light of the reduced reserve position expected
- Further development of a capital planning strategy to target income generation and sustainable expansion of services over the next five years which may include further developments in our site facilities.

Across all areas of work, we will maintain our focus on improving the quality of service provided to customers & developing high performance operations teams.

Risk management continues to be a priority.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

Active Luton is a company limited by guarantee incorporated on 20th May 2005, governed by its Memorandum and Articles of Association that were revised 16 January 2018. It is a registered charity with the Charity Commission. In the event of the parent charitable company being wound up members are required to contribute an amount not exceeding £1. This liability remains for one year after ceasing to be a member in respect of debts incurred whilst a member.

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Recruitment and appointment of new trustees

As set out in the Articles of Association, there shall be at least sixteen and a maximum of eighteen Trustees comprised of:

- up to three Local Authority Trustees; and
- up to fifteen Ordinary Trustees
- provided that at least 25% of the Trustees at any one time shall be Independent Trustees.

Candidates for the office of an Ordinary Trustee shall be appointed by the Board following an open, formal, publicly advertised and transparent selection process by the nominations committee, taking account of the individual's ability, experience and expertise.

##### Organisation

The board of trustees, which can have up to 18 members, administers the charity. The board normally meets quarterly and there are sub-committees covering tBL: Finance, Audit & Risk; Marketing; Health & Safety and HR. A Chief Executive is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Board delegate the day to day operation of the charity to the Director Leadership Team consisting of the following officers:

- Chief Executive
- Director of Finance & Resources
- Group Operations Director
- Director of Education & Training
- Director of Marketing & Communications
- Director of Health & Wellbeing.
- Director: Team Beds & Luton

##### Induction and training of new trustees

Training is provided as soon as practicable after appointment including visits to facilities and meetings with key management personnel. Trustees are encouraged to attend training events which facilitate the undertaking of their role. Briefings are also provided as relevant.

##### Related parties

None of our trustees receive remuneration or other benefit from their work with the charity.

The following organisations represent the group's related parties:

- London Luton Airport Limited provide a donation which represents approximately 14% of total income.
- Luton Borough Council provides some support services and nominates three trustees.
- Local Government Pension Scheme providing retirement benefits to the charity's employees.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. Active Luton holds a current risk register which is fully rewritten annually by the senior executive team and then reviewed and approved at Board Level. This risk register scores the level of risk which are then ranked. The top 10 risks are allocated to the management team as owners who ensure the risks are mitigated with scoring up-dated quarterly.

By diversifying services and activities Active Luton has significantly reduced its dependency on the London Luton Airport donation in recent years, but this is always a high risk that is managed and monitored. The other risk of being tied to Local Government Pay had been high but Active Luton successfully negotiated to now be in control of its pay rates itself.



## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Risk management continued

The charity also has a comprehensive Business Continuity Plan.

In March 2020, the event of closure of sites as a result of the Covid pandemic created risks in the organisation that hadn't been faced before. The rules of being shut down and when the charity could operate was taken out of Active Luton's hands and was part of national governments policy. Following Luton continuing to be an area of concern, leisure centre activity was resumed later in Luton than some other areas in England. The Covid pandemic and the issues it has created is now the organisation highest risk. Income generation has been adversely affected due to the shut down, but ongoing capacity issues and extra costs incurred are part of the issue. At all times risks have been mitigated with a phased return of operations ensuring all buildings are Covid secure and that standards are exceeded. Furlough claims have been maximised by furloughing nearly all operational staff throughout the period which has helped financially protect the organisation. Contact with customers and staff was prioritised during the lockdown to ensure relationships were continually managed. Where possible services were operated online to ensure continuation of health programmes and other relevant services. Reorganisation of operation are being considered ongoing as is delivery of service at certain sites. Further funding opportunities are also being applied for through Sport England and other relevant organisations.

##### COVID-19

From 20th March 2020, the Covid pandemic and the resulting government actions had a major effect on Active Luton. All activities ceased to trade overnight. Significant income lines such as fitness membership and the learn to swim programmes are going to be affected for the long term. As government guidelines allowed, our centres have reopened but capacity for certain activities has been reduced in many areas. Work has been undertaken to meet extremely high hygiene and cleaning standards and all our buildings have been assessed and meet the relevant Covid regulations. Where we could we have utilised further space to be able to deliver activities such as fitness classes to support our membership income.

Where possible services have continued throughout the lockdown, such as our under health programmes. Other outside activities such as golf have had a positive summer where opening was allowed earlier this year.

The charity furloughed the majority of its staff between April and August and this had a significant positive impact on the financial security of the charity this year. The furlough income and subsequent job retention bonus will contribute over £1.6m of income in the year to 2020/2021 and will help support our services ongoing. We have also been given a rates holiday for the leisure sites, again which have help to ensure a better position. This all helps to protect jobs during this difficult period.

Ongoing funding from London Luton Airport and Turning Point is likely to reduce and discussion with our LBC partner to reassess affordable delivery is underway. Further service delivery areas such as golf and athletics are also being reviewed to ensure it fits strategically in the long term. Other funding opportunities are also being applied for as relevant ongoing.

Active Luton is now responsible for running Luton Libraries under a two-year contract from April 2021. While funding could possibly reduce in this area, there are many strategic efficiencies that are being worked on that will ensure Active Luton will not be adversely affected. The addition of the library service to the Active Luton portfolio also helps to strengthen the existing services and the community reach in this difficult time.

The numbers of the staff that were put on furlough leave was high and Active Luton's management worked hard to ensure staff were still engaged, particularly using online training in this period. Updates from the chief executive were emailed out regularly to staff to ensure staff were not isolated from what was happening and to ensure they continued to see themselves as part of the team. Many staff have returned on a part-time basis once part-time furlough was allowed which has helped to support as many staff as possible.

It is expected that the Covid pandemic will have a lasting effect on Active Luton and it will be a long recovery period. During this time our priority will be on sustaining and growing our income in well-established areas while managing tight cost control. We believe a 2-year period will be needed for recovery and as regulations reduce increased income should result. The diversification of services as a result of the strategy over the past two years helps to support Active Luton's recovery through this difficult time

## ACTIVE LUTON

### REPORT OF THE TRUSTEES for the Year Ended 31 MARCH 2020

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Public Benefit

The trustees of the group have considered the Charity Commission's guidance on public benefit.

There are two main principles of Public Benefit:

- 1) There must be an identifiable benefit or benefits;
- 2) The benefit must be to the public or section of the public

Within each there are sub principles:

- a) It must be clear what the benefits are,
- b) The benefits must be related to the aims,
- c) Benefits must be balanced against any detriment or harm,
- d) The beneficiaries must be appropriate to the aims,
- e) And, where the benefit is to a section of the public the opportunity to the benefit must not be unreasonably restricted.

Each of the objectives of the group are for the public benefit and the charity continues to achieve its objectives as demonstrated through the increased utilisation of the services provided by each facility as well as increased outreach programmes.

Activities provided include support for the community through:

- Programmes supporting physical, mental and emotional wellbeing are provided under the Total Wellbeing brand.
- ME TIME family, a previously funded initiative that increases participation among women with young families.
- Employment programmes with partner organisations such as Luton Adult Community Learning
- Programmes for disabled people, including No Limits
- Working extensively with schools to help achieve the objectives associated with the PE Premium funding as well as supporting the provision high quality PE and school sport within and beyond the National Curriculum.

The charity also demonstrated increased activity in support of specific targeted groups such as women, ethnic minorities and the disabled.

The charity gives consideration to the affordability and accessibility of the services it provides through offering concessionary prices for those on low incomes.



**REPORT OF THE TRUSTEES  
for the Year Ended 31 MARCH 2020**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of Active Luton 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**

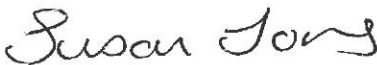
The auditors, FKCA Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 11/11/2020 and signed on its behalf by:



.....

Mr M Cattle - Trustee



.....

Ms S Jones – Company Secretary

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ACTIVE LUTON**

### **Opinion**

We have audited the financial statements of Active Luton (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2020 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, Charitable Company Balance Sheet, the Consolidated Cash Flow Statement and Notes to the Consolidated 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 group's and of the parent charitable company's affairs as at 31 March 2020 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, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that 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.

## REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ACTIVE LUTON

### **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.

### **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.

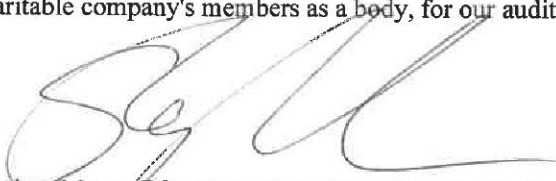
### **Our responsibilities for the audit of the financial statements**

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.

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.



Stephen Mason BSc ACA (Senior Statutory Auditor)  
for and on behalf of FKCA Limited  
Statutory Auditor  
260 - 270 Butterfield  
Great Marlings  
Luton  
Bedfordshire  
LU2 8DL

Date: 11/11/2020

**ACTIVE LUTON**

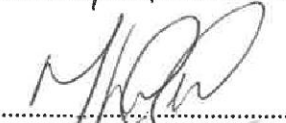
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
for the Year Ended 31 MARCH 2020**

	Not es	Unrestricted funds £	Designated fund - Pension £	Restricted fund £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies	2	1,858,461	-	453,685	2,312,146	2,161,599
<b>Charitable activities</b>	5					
Charitable activities		7,514,977	-	69,025	7,584,002	7,612,048
Other trading activities	3	641,875	-	-	641,875	702,778
Investment income	4	17,936	-	-	17,936	17,429
<b>Total</b>		<u>10,033,249</u>	<u>-</u>	<u>522,710</u>	<u>10,555,959</u>	<u>10,493,854</u>
<b>EXPENDITURE ON</b>						
Commercial operations	6	584,929	-	-	584,929	607,450
<b>Charitable activities</b>	7					
Charitable activities		9,378,827	-	514,450	9,893,277	9,959,289
Other pension gain		-	142,000	-	142,000	127,000
<b>Total</b>		<u>9,963,756</u>	<u>142,000</u>	<u>514,450</u>	<u>10,620,206</u>	<u>10,693,739</u>
<b>NET INCOME/(EXPENDITURE) EXCLUDING PENSION EXPERIENCE LOSS ON ASSETS</b>		69,493	(142,000)	8,260	(64,247)	(199,885)
Pension - experience loss on assets		-	(834,000)	-	(834,000)	(485,000)
<b>NET INCOME/(EXPENDITURE)</b>		69,493	(976,000)	8,260	(898,247)	(684,885)
<b>Other recognised gains/(losses)</b>						
Actuarial gains/(losses) on defined benefit schemes		-	935,000	-	935,000	(685,000)
<b>Net movement in funds</b>		69,493	(41,000)	8,260	36,753	(1,369,885)
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		2,887,232	(3,908,000)	113,847	(906,921)	462,964
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>2,956,725</u>	<u>(3,949,000)</u>	<u>122,107</u>	<u>(870,168)</u>	<u>(906,921)</u>

**ACTIVE LUTON**  
**CONSOLIDATED BALANCE SHEET**  
**31 MARCH 2020**

		2020		2019
	Unrestricted funds	Designated fund - Pension	Restricted fund	Total funds
Notes	£	£	£	£
<b>FIXED ASSETS</b>				
Tangible assets	15	1,164,883	-	1,164,883
<b>CURRENT ASSETS</b>				
Stocks	16	11,550	-	11,550
Debtors	17	643,979	-	672,483
Cash at bank and in hand		<u>2,852,429</u>	<u>-</u>	<u>2,971,381</u>
		3,507,958	-	3,669,925
<b>CREDITORS</b>				
Amounts falling due within one year	18	(1,558,616)	-	(1,583,965)
		<u>1,949,342</u>	<u>-</u>	<u>2,071,449</u>
<b>NET CURRENT ASSETS</b>				
		3,114,225	-	3,236,332
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>				
		(157,500)	-	(157,500)
<b>PROVISIONS FOR LIABILITIES</b>				
		-	(3,949,000)	(3,949,000)
<b>PENSION LIABILITY</b>				
		<u>2,956,725</u>	<u>(3,949,000)</u>	<u>(870,168)</u>
<b>NET ASSETS/(LIABILITIES)</b>				
		<u>2,956,725</u>	<u>(3,949,000)</u>	<u>(906,921)</u>
<b>FUNDS</b>				
Unrestricted funds:	20			
General fund				3,114,225
Designated fund - Pension				(3,949,000)
Designated fund - Sinking fund				<u>(157,500)</u>
				(992,275)
Restricted funds:				
Restricted fund				<u>122,107</u>
<b>TOTAL FUNDS</b>				
				<u>(870,168)</u>
				<u>(906,921)</u>

The financial statements were approved by the Board of Trustees and authorised for issue on .....11/11/2020..... and were signed on its behalf by:

  
.....  
Mr M Cattle - Trustee

  
.....  
Mr K Poulton - Trustee

**ACTIVE LUTON**

**CHARITABLE COMPANY BALANCE SHEET  
31 MARCH 2020**

					2020	2019
	Notes	Unrestricted funds £	Designated fund - Pension £	Restricted fund £	Total funds £	Total funds £
<b>FIXED ASSETS</b>						
Tangible assets	15	1,104,544	-	-	1,104,554	1,166,943
<b>CURRENT ASSETS</b>						
Stocks	16	-	-	-	-	537
Debtors	17	704,043	-	28,504	732,547	528,034
Cash at bank and in hand		<u>2,850,306</u>	<u>-</u>	<u>118,952</u>	<u>2,969,258</u>	<u>3,176,394</u>
		3,554,349	-	147,456	3,701,805	3,704,965
<b>CREDITORS</b>						
Amounts falling due within one year	18	<u>(1,545,871)</u>	<u>-</u>	<u>(25,349)</u>	<u>(1,571,220)</u>	<u>(1,737,937)</u>
<b>NET CURRENT ASSETS</b>		<u>2,008,478</u>	<u>-</u>	<u>122,107</u>	<u>2,130,585</u>	<u>1,967,028</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		3,113,022	-	122,107	3,235,129	3,133,578
<b>PROVISIONS FOR LIABILITIES</b>	19	(157,500)	-	-	(157,500)	(132,500)
<b>PENSION LIABILITY</b>	21	-	(3,949,000)	-	(3,949,000)	(3,908,000)
<b>NET ASSETS/(LIABILITIES)</b>		<u>2,955,522</u>	<u>(3,949,000)</u>	<u>122,107</u>	<u>(871,371)</u>	<u>(906,922)</u>
<b>FUNDS</b>						
20						
Unrestricted funds:						
General fund					3,113,022	3,019,731
Designated fund - Pension					(3,949,000)	(3,908,000)
Designated fund - Sinking fund					<u>(157,500)</u>	<u>(132,500)</u>
					(993,478)	(1,020,769)
Restricted funds:						
Restricted fund					<u>122,107</u>	<u>113,847</u>
<b>TOTAL FUNDS</b>					(871,371)	(906,922)

The financial statements were approved by the Board of Trustees and authorised for issue on 11/11/2020 and were signed on its behalf by:

.....  
Mr M Cattle - Trustee

.....  
Mr K Poulton - Trustee

**ACTIVE LUTON**

**CONSOLIDATED CASH FLOW STATEMENT  
for the Year Ended 31 MARCH 2020**

	Notes	2020 £	2019 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	31,562	716,138
Interest paid		(21,023)	(15,848)
Tax paid		<u>(1,891)</u>	<u>1,207</u>
Net cash provided by operating activities		<u>8,648</u>	<u>701,497</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(237,399)	(321,319)
Interest received		<u>17,936</u>	<u>17,429</u>
Net cash used in investing activities		<u>(219,463)</u>	<u>(303,890)</u>
<b>Change in cash and cash equivalents in the reporting period</b>			
		(210,815)	397,607
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>3,182,196</u>	<u>2,784,589</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		2,971,381	3,182,196

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED CASH FLOW STATEMENT  
for the Year Ended 31 MARCH 2020**

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

	2020 £	2019 £
<b>Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)</b>	36,753	(1,369,885)
<b>Adjustments for:</b>		
Depreciation charges	297,567	304,324
Loss on disposal of fixed assets	4,894	9,910
Interest received	(17,936)	(17,429)
Interest paid	21,023	15,848
Decrease in stocks	17,227	21,243
(Increase)/decrease in debtors	(213,531)	239,705
(Decrease)/increase in creditors	(155,435)	215,422
Difference between pension charge and cash contributions	<u>41,000</u>	<u>1,297,000</u>
<b>Net cash provided by operations</b>	<u><u>31,562</u></u>	<u><u>716,138</u></u>

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

	At 1.4.19 £	Cash flow £	At 31.3.20 £
<b>Net cash</b>			
Cash at bank and in hand	<u>3,182,196</u>	<u>(210,815)</u>	<u>2,971,381</u>
	<u>3,182,196</u>	<u>(210,815)</u>	<u>2,971,381</u>
<b>Total</b>	<u><u>3,182,196</u></u>	<u><u>(210,815)</u></u>	<u><u>2,971,381</u></u>



## ACTIVE LUTON

### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS for the Year Ended 31 MARCH 2020

#### 1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### **Basis of preparation and consolidation**

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 2019)', 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.

These financial statements consolidate the results of the charity and its wholly owned subsidiary Active Luton Enterprises Limited on a line by line basis. A separate statement of financial activities and income and expenditure account are not presented for the charity itself following the exemptions afforded by section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

The presentation currency of the financial statements is the Pound Sterling (£).

##### **Going concern**

The trustees have paid attention in the current year to ensure Active Luton protects its position long term. The Covid pandemic ongoing could alter the level of services that Active Luton can operate, however due to the charity protecting and managing its position well in the current year, the overall financial impact for the year to March 2021 will be minimal. A break-even position is expected. The strategy to diversify services including health work and now more recently running the library service will help to support and mitigate issues in one particular area ongoing.

Income earned from charitable activities will take time to grow back to pre Covid levels and capacity of delivery will affect this. Funding from certain sources is expected to reduce and these issues combined will result in a financial loss in the year to March 2022. Given the relatively high reserves though Active Luton believes it can fund next year's activities from its reserves whilst income levels are increasing. Continual review of loss-making operations will be undertaken, and reorganisation of cost structures will happen if and when necessary.

##### **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.

The following policies are applied to particular categories of income:

##### a) Grants and donations

Income received by way of grants and donations is included in full in the Statement of Financial Activities when receivable.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

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.

##### b) Trading activities

Incoming resources from commercial trading activity are accounted for when earned.

##### c) Investment income

Investment income is included when receivable.

##### d) Charitable activities

Incoming resources from charitable activities are accounted for when earned.

## ACTIVE LUTON

### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS for the Year Ended 31 MARCH 2020

#### 1. ACCOUNTING POLICIES - continued

##### **Income**

All income is stated after trade discounts, other sales taxes and net of VAT.

##### **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.

Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

##### **Raising funds**

The costs of generating funds consist of fundraising and trading expenses

##### **Charitable activities**

Charitable expenditure comprises of those costs incurred by the group in the delivery of its activities and services for the beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature to support them.

##### **Governance costs**

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

##### **Allocation and apportionment of costs**

Overhead and Support Costs have been allocated between Charitable Activities and Governance Costs. Costs which are not wholly attributable to an expenditure category have been apportioned based on the activity to which they relate.

##### **Tangible fixed assets**

Tangible fixed assets held for the charity's own use are stated at cost less accumulated depreciation and accumulated impairment losses.

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

Leasehold property improvement	- 10% on cost
Plant and machinery	- 20% on cost
Fixtures and fittings	- 20% on cost
Computer equipment	- 33% on cost

Costs incurred in replacing tangible fixed assets leased from Luton Borough Council under the terms of an operating agreement are taken to the income and expenditure account each year as the ownership of those assets is not retained.

Tangible fixed assets costing more than £500 are capitalised and included at historical cost in the financial statements.

##### **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.

## ACTIVE LUTON

### NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued for the Year Ended 31 MARCH 2020

#### 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.

Designated funds have been set aside out of general funds as shown in the notes to the financial statements.

Further explanation of the principle funding sources is included in the trustees report.

##### **Pension costs and other post-retirement benefits**

The charitable company operates a defined benefit pension scheme. The regular pension cost is charged to the statement of financial activities and is based on the expected pension costs over the service life of employees.

The charitable company operates a defined contribution scheme. The pension cost is charged to the statement of financial activities.

#### 2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Grants/Donations	<u>2,312,146</u>	<u>2,161,599</u>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**3. OTHER TRADING ACTIVITIES**

The wholly owned trading subsidiary Active Luton Enterprises Limited (company number 05509883), which is incorporated in the United Kingdom (registered office Wigmore Hall, Eaton Green Road, Luton, Bedfordshire, LU2 9JB), donates all of its profits to the charity by gift aid. Active Luton Enterprises Limited operates the bars and catering facilities at Active Luton's centres. The charity owns the entire issued share capital of ordinary shares of £1 each. A summary of the trading results is shown below.

Any profits are gifted to Active Luton.

	2020	2019
	£	£
Turnover	641,875	686,953
Cost of sales & administration costs	<u>(584,322)</u>	<u>(588,497)</u>
	<u>57,553</u>	<u>98,456</u>
 The assets and liabilities of the subsidiary were:		
Fixed Assets	60,340	63,392
Current Assets	24,116	46,107
Current liabilities	<u>(59,138)</u>	<u>(109,279)</u>
	<u>1,202</u>	<u>220</u>
 Aggregate share capital & reserves	 1,202	 220

**4. INVESTMENT INCOME**

	2020	2019
	£	£
Deposit account interest	<u>17,936</u>	<u>17,429</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

		2020	2019
	<b>Activity</b>	£	£
Use of sports facilities	Charitable activities	5,427,929	5,305,698
Coaching and education	Charitable activities	539,827	730,135
Miscellaneous	Charitable activities	404,150	314,120
Delivery of health services	Charitable activities	<u>1,212,096</u>	<u>1,262,095</u>
		<u>7,584,002</u>	<u>7,612,048</u>

**6. COMMERCIAL OPERATIONS**

**Other trading activities**

	2020	2019
	£	£
Commercial trading operations	<u>584,929</u>	<u>607,450</u>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**7. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 8) £	Grant funding of activities (see note 9) £	Support costs (see note 10) £	Totals £
Charitable activities	<u>9,729,470</u>	<u>41,553</u>	<u>122,253</u>	<u>9,893,277</u>

**8. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2020 £	2019 £
Staff costs	6,074,303	6,248,962
Rent, rates, heat & light	735,834	717,387
Insurance	106,741	119,574
Telephone	61,574	62,071
Postage and stationery	11,061	74,515
Advertising and marketing	231,745	102,619
Sundries	39,000	46,703
Other staff costs	64,890	119,520
Motor & travelling	59,685	68,945
Repairs & maintenance	595,577	611,479
Security costs	21,058	25,943
Computer costs	85,672	72,349
Hire of equipment	159,798	137,926
Licenses & subscriptions	138,254	82,383
Project delivery	77,416	-
Subcontractor costs	249,620	261,256
Professional fees	112,285	111,384
Purchase of equipment	121,652	117,779
Sinking fund	25,000	20,000
Direct selling costs	46,469	57,842
Depreciation	283,989	291,801
Loss on sale of assets	4,894	-
Irrecoverable VAT	356,904	367,580
Interest payable and similar charges	66,049	63,300
	<u>9,729,470</u>	<u>9,781,318</u>

**9. GRANTS PAYABLE**

	2020 £	2019 £
Charitable activities	<u>41,553</u>	<u>69,058</u>
<b>Grants to Institutions</b>		
	2020	2019
	£	£
Sports Coaching	<u>41,553</u>	<u>8,081</u>
	<u>41,553</u>	<u>8,081</u>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**10. SUPPORT COSTS**

		Governance costs
		£
Charitable activities		<u>122,253</u>

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

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

	2020	2019
	£	£
Auditors' remuneration	10,500	10,500
Auditors' remuneration for non audit work	2,500	2,500
Depreciation - owned assets	297,567	304,324
Deficit on disposal of fixed assets	<u>4,894</u>	<u>-</u>

**12. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**Trustees' expenses**

During the year, two trustees were reimbursed travel expenses totalling £20 (2019: £Nil).

**13. STAFF COSTS**

	2020	2019
	£	£
Wages and salaries	4,876,532	5,071,272
Social security costs	356,547	366,221
Pension costs	<u>841,224</u>	<u>811,469</u>
	<u>6,074,303</u>	<u>6,248,962</u>

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

	2020	2019
Voluntary Income Generation	17	30
Activities for Generating Funds	7	8
Charitable Activities	<u>166</u>	<u>163</u>
	<u>190</u>	<u>201</u>

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

	2020	2019
£80,001 - £90,000	1	1
£100,001 - £110,000	1	-
£110,001 - £120,000	<u>-</u>	<u>1</u>
	<u>2</u>	<u>2</u>

These employees are a members of the defined benefit scheme. The key management personnel of the charity comprise the Chief Executive Officer. The total employee benefits of the key management personnel were £126,407 (2019: £133,744).

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**14. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Notes	Unrestricted funds £	Designated fund - Pension £	Restricted fund £	2019 Total funds £	2018 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies	2	1,744,751	-	416,848	2,161,599	2,856,079
<b>Charitable activities</b>	5					
Charitable activities		7,531,621	-	80,427	7,612,048	6,106,859
Other trading activities	3	702,778	-	-	702,778	772,234
Investment income	4	17,429	-	-	17,429	9,466
<b>Total</b>		<b>9,996,579</b>	<b>-</b>	<b>497,275</b>	<b>10,493,854</b>	<b>9,744,638</b>
<b>EXPENDITURE ON</b>						
Commercial operations	6	607,450	-	-	607,450	661,440
<b>Charitable activities</b>	7					
Charitable activities		9,455,663	-	503,626	9,959,289	9,201,178
Other pension gain		-	127,000	-	127,000	121,000
<b>Total</b>		<b>10,063,113</b>	<b>127,000</b>	<b>503,626</b>	<b>10,693,739</b>	<b>9,983,618</b>
<b>NET INCOME/(EXPENDITURE) EXCLUDING PENSION EXPERIENCE LOSS ON ASSETS</b>						
		(66,534)	(127,000)	(6,351)	(199,885)	(238,980)
Pension - experience loss on assets		-	(485,000)	-	(485,000)	(598,000)
<b>NET INCOME/(EXPENDITURE)</b>		<b>(66,534)</b>	<b>(612,000)</b>	<b>(6,351)</b>	<b>(684,885)</b>	<b>(836,980)</b>
<b>Other recognised gains/(losses)</b>						
Actuarial gains/(losses) on defined benefit schemes		-	(685,000)	-	(685,000)	709,000
<b>Net movement in funds</b>		<b>(66,534)</b>	<b>(1,297,000)</b>	<b>(6,351)</b>	<b>(1,369,885)</b>	<b>(127,980)</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		<b>2,953,766</b>	<b>(2,611,000)</b>	<b>120,198</b>	<b>462,964</b>	<b>590,944</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>2,887,232</b>	<b>(3,908,000)</b>	<b>113,847</b>	<b>(906,921)</b>	<b>462,964</b>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**15. GROUP TANGIBLE FIXED ASSETS**

	Leasehold property improvement £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>					
At 1 April 2019	1,960,822	1,134,746	65,857	69,115	3,230,540
Additions	-	128,942	12,283	96,174	237,399
Disposals	<u>(320,615)</u>	<u>(186,095)</u>	<u>(10,757)</u>	<u>(15,650)</u>	<u>(533,117)</u>
At 31 March 2020	<u>1,640,207</u>	<u>1,077,593</u>	<u>67,383</u>	<u>149,639</u>	<u>2,934,822</u>
<b>DEPRECIATION</b>					
At 1 April 2019	1,374,018	554,602	27,746	44,230	2,000,596
Charge for year	134,039	140,345	5,629	17,554	297,567
Eliminated on disposal	<u>(319,476)</u>	<u>(186,096)</u>	<u>(10,757)</u>	<u>(11,895)</u>	<u>(528,224)</u>
At 31 March 2020	<u>1,188,581</u>	<u>508,851</u>	<u>22,618</u>	<u>49,889</u>	<u>1,769,939</u>
<b>NET BOOK VALUE</b>					
At 31 March 2020	<u>451,626</u>	<u>568,742</u>	<u>44,765</u>	<u>99,750</u>	<u>1,164,883</u>
At 31 March 2019	<u>586,804</u>	<u>580,144</u>	<u>38,111</u>	<u>24,885</u>	<u>1,229,944</u>

**CHARITABLE COMPANY TANGIBLE FIXED ASSETS**

	Leasehold property improvement £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>					
At 1 April 2019	1,893,604	1,1108,260	4,630	69,115	3,075,609
Additions	-	126,697	4,002	96,174	226,873
Disposals	<u>(320,615)</u>	<u>(163,840)</u>	<u>-</u>	<u>(15,650)</u>	<u>(500,105)</u>
At 31 March 2020	<u>1,572,989</u>	<u>1,071,117</u>	<u>8,632</u>	<u>149,639</u>	<u>2,802,377</u>
<b>DEPRECIATION</b>					
At 1 April 2019	1,332,080	528,116	4,630	44,230	1,909,056
Charge for year	126,017	140,158	260	17,554	283,989
Eliminated on disposal	<u>(319,476)</u>	<u>(163,841)</u>	<u>-</u>	<u>(11,895)</u>	<u>(495,212)</u>
At 31 March 2020	<u>1,138,621</u>	<u>504,433</u>	<u>4,890</u>	<u>49,889</u>	<u>1,697,833</u>
<b>NET BOOK VALUE</b>					
At 31 March 2020	<u>434,368</u>	<u>566,684</u>	<u>3,742</u>	<u>99,750</u>	<u>1,104,544</u>
At 31 March 2019	<u>561,524</u>	<u>580,144</u>	<u>-</u>	<u>24,885</u>	<u>1,166,533</u>



**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued**  
for the Year Ended 31 MARCH 2020

**16. STOCKS**

	Group 2020 £	Charity 2020 £	Group 2019 £	Charity 2019 £
Stock	<u>11,550</u>	<u>-</u>	<u>28,777</u>	<u>537</u>
	<u><u>11,550</u></u>	<u><u>-</u></u>	<u><u>28,777</u></u>	<u><u>537</u></u>

**17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	Group 2020 £	Charity 2020 £	Group 2019 £	Charity 2019 £
Trade debtors	438,717	430,218	261,427	252,053
Other debtors	64,971	64,971	26,233	24,127
Prepayments & accrued income	168,794	166,849	171,292	171,004
Amounts due from group undertakings	<u>-</u>	<u>70,509</u>	<u>-</u>	<u>80,849</u>
	<u><u>672,482</u></u>	<u><u>732,547</u></u>	<u><u>458,952</u></u>	<u><u>528,034</u></u>

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

	Group 2020 £	Charity 2020 £	Group 2019 £	Charity 2019 £
Trade creditors	214,078	211,155	313,527	297,640
Social security and other taxes	107,534	107,534	98,160	98,160
VAT	6,076	6,076	25,925	26,001
Other creditors	156,327	156,251	246,007	244,116
Pension control account	115,875	115,875	97,421	97,421
Accruals and deferred income	<u>984,074</u>	<u>974,329</u>	<u>985,250</u>	<u>974,599</u>
	<u><u>1,583,965</u></u>	<u><u>1,571,220</u></u>	<u><u>1,766,290</u></u>	<u><u>1,737,937</u></u>

**DEFERRED INCOME**

	Grant Income £	Activity Income £
Deferred Income brought forward at 1 April 2019	89,988	256,441
Incoming resources deferred in the current year	113,428	266,376
Amounts released from previous years	<u>(69,988)</u>	<u>(224,211)</u>
Deferred Income carried forward at 31 March 2020	<u><u>133,428</u></u>	<u><u>298,606</u></u>

Grant income is deferred as the charity is not entitled to the income until certain conditions are met.

Activity income is deferred as the charity is not entitled to the income until the activity is provided.

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**19. PROVISIONS FOR LIABILITIES**

	2020 £	2019 £
Sinking fund provision brought forward	132,500	112,500
Incoming resources deferred in the current year	25,000	20,000
	157,500	132,500
Sinking fund provision carried forward	157,500	132,500

Following investment by the English Football Association 2015 in the provision of a new 3G pitch at our Lea Manor site, Active Luton had to make the commitment to be able to resurface the facility as necessary. This is expected to be in 8 years from September 2015 so the work will be due in September 2023. An estimate of the cost of this is £200,000. Active Luton is building a provision for this and is shown in the accounts as a Sinking Fund and as a designated Reserve. As at March 2020, £157,500 has been provided.

**20. MOVEMENT IN FUNDS**

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	3,019,732	94,493	3,114,225
Designated fund - Pension	(3,908,000)	(41,000)	(3,949,000)
Designated fund - Sinking fund	(132,500)	(25,000)	(157,500)
	(1,020,768)	28,493	(992,275)
<b>Restricted funds</b>			
Restricted fund	113,847	8,260	122,107
	(906,921)	36,753	(870,168)
<b>TOTAL FUNDS</b>	(906,921)	36,753	(870,168)

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	10,033,249	(9,938,756)	94,493
Designated fund - Sinking fund	-	(25,000)	(25,000)
Designated fund - Pension	-	(41,000)	(41,000)
	10,033,249	(10,004,756)	28,493
<b>Restricted funds</b>			
Restricted fund	522,710	(514,450)	8,260
	10,555,959	(10,519,206)	36,753
<b>TOTAL FUNDS</b>	10,555,959	(10,519,206)	36,753

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**20. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
<b>Unrestricted funds</b>			
General fund	3,066,266	(46,534)	3,019,732
Designated fund - Pension	(2,611,000)	(1,297,000)	(3,908,000)
Designated fund - Sinking fund	(112,500)	(20,000)	(132,500)
	<u>342,766</u>	<u>(1,363,534)</u>	<u>(1,020,768)</u>
<b>Restricted funds</b>			
Restricted fund	120,198	(6,351)	113,847
	<u>462,964</u>	<u>(1,369,885)</u>	<u>(906,921)</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	9,996,579	(10,043,113)	(46,534)
Designated fund - Pension	-	(1,297,000)	(1,297,000)
Designated fund - Sinking fund	-	(20,000)	(20,000)
	<u>9,996,579</u>	<u>(11,360,113)</u>	<u>(1,363,534)</u>
<b>Restricted funds</b>			
Restricted fund	497,275	(503,626)	(6,351)
	<u>10,493,854</u>	<u>(11,863,739)</u>	<u>(1,369,885)</u>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**20. MOVEMENT IN FUNDS - continued**

A two year combined position is as follows:

	At 1.4.18 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	3,066,266	47,959	3,114,225
Designated fund - Pension	(2,611,000)	(1,338,000)	(3,949,000)
Designated fund - Sinking fund	<u>(112,500)</u>	<u>(45,000)</u>	<u>(157,500)</u>
	342,766	(1,335,041)	(992,275)
<b>Restricted funds</b>			
Restricted fund	120,198	1,909	122,107
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>462,964</u>	<u>(1,333,132)</u>	<u>(870,168)</u>

A two year combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	20,029,828	(19,981,869)	47,959
Designated fund - Pension	-	(1,338,000)	(1,338,000)
Designated fund - Sinking fund	<u>-</u>	<u>(45,000)</u>	<u>(45,000)</u>
	20,029,828	(21,364,869)	(1,335,041)
<b>Restricted funds</b>			
Restricted fund	1,019,985	(1,018,076)	1,909
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>21,049,813</u>	<u>(22,382,945)</u>	<u>(1,333,132)</u>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**21. EMPLOYEE BENEFIT OBLIGATIONS**

The company operates a defined benefits scheme in the UK. An actuarial valuation for the purposes of Financial Reporting Standard 102 was carried out at 31 March 2020 by a qualified independent actuary. The major assumptions used by the actuary were:

	2020	2019
Rate of increases in salaries	2.60%	2.00%
Rate of increases in pension payments	1.60%	2.40%
Discount rate for scheme liabilities	2.35%	2.55%
Inflation assumption	1.25%	1.25%

**The assets of the scheme and expected rate of return**

	Value 2020 £'000	Value 2019 £'000
Equities	10,533	11,123
Bonds	2,719	2,642
Property	1,787	1,607
Cash	<u>634</u>	<u>662</u>
Total market value of assets	15,673	16,034
Present value of scheme liabilities	<u>(21,074)</u>	<u>(21,394)</u>
Surplus / (deficit) in scheme	<u>(5,401)</u>	<u>(5,360)</u>
Net pension liability	<u><u>(5,401)</u></u>	<u><u>(5,360)</u></u>

The long term rate of return expected for 2020 is negative 6.0% (2019: 5.0%).

**Analysis of the amount charged to charitable activities**

	2020 £	2019 £
Current service cost	<u>1,681,000</u>	<u>1,308,000</u>
	<u><u>1,681,000</u></u>	<u><u>1,308,000</u></u>

**Analysis of the amount shown in other incoming resources:**

	2020 £	2018 £
Expected return on pension scheme assets	419,000	419,000
Interest on pension scheme liabilities	(546,000)	(521,000)
Administration expenses	<u>(15,000)</u>	<u>(25,000)</u>
Net (cost)/return	<u><u>(142,000)</u></u>	<u><u>(127,000)</u></u>

**ACTIVE LUTON**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued  
for the Year Ended 31 MARCH 2020**

**21. EMPLOYEE BENEFIT OBLIGATIONS - continued**

**Analysis of the amount recognised in statement of financial activities**

	2020	2019
	£	£
Actual return less expected return on pension scheme assets	1,427,000	(369,000)
Changes in financial assumptions underlying the present value of scheme liabilities	(3,173,000)	2,059,000
Changes in demographic assumptions underlying the present value of scheme liabilities	672,000	(1,005,000)
Experience loss/(gain) on defined benefit obligation	(19,000)	-
Other actuarial losses/(gains)	<u>158,000</u>	<u>-</u>
Actuarial loss losses/(gains) recognised	<u>(935,000)</u>	<u>685,000</u>

**Movement in deficit during the year**

	2020	2019
	£	£
Surplus / (deficit) at beginning of the year	(5,360,000)	(4,063,000)
Total service cost	(1,681,000)	(1,308,000)
Employer contributions	847,000	823,000
Net return on assets	(142,000)	(127,000)
Actuarial gain / (loss)	<u>935,000</u>	<u>(685,000)</u>
Deficit in scheme	<u>(5,401,000)</u>	<u>(5,360,000)</u>
Attributable to Luton Borough Council	(1,452,000)	(1,452,000)
Attributable to Active Luton	<u>(3,949,000)</u>	<u>(3,908,000)</u>
	<u>(5,041,000)</u>	<u>(5,360,000)</u>

**History of experience gains and losses**

	2020	2019
Difference between the expected and actual return on assets	142,000	127,000
Percentage of scheme assets	0.9%	0.8%
Experience gains/(losses) on liabilities	19,000	Nil
Percentage of the present value of liabilities	0.09%	0%
Actuarial gain/(loss) recognised	935,000	(685,000)
Percentage of the present value of liabilities	4.44%	(3.2%)

The deficit in the scheme at the date of transfer amounting to £1,452,000 is a liability that has been guaranteed by Luton Borough Council.

Luton Borough Council guarantees the following:

- 1) The charity's obligations to make payments of contributions
- 2) Bedfordshire County Council's costs in enforcing the guarantee

## **ACTIVE LUTON**

### **NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - continued for the Year Ended 31 MARCH 2020**

#### **22. RELATED PARTY DISCLOSURES**

At the year end, Active Luton was owed £70,509 from its trading subsidiary (2019: £80,849), Active Luton Enterprises Limited. The balance is repayable on demand and non-interest bearing.

During the year the charity was invoiced £nil (2019: £5,100) for educational consultancy services by G Yates who is a trustee of Active Luton.

#### **23. ULTIMATE CONTROLLING PARTY**

There is no ultimate controlling party. The charitable company is controlled by the board of trustees.

**ACTIVE LUTON**

**DETAILED CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31 MARCH 2020**

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS</b>				
<b>Donations and legacies</b>				
Grants/Donations	1,858,461	453,685	2,312,146	2,161,599
<b>Other trading activities</b>				
Commercial trading operations	641,875	-	641,875	702,778
<b>Investment income</b>				
Deposit account interest	17,936	-	17,936	17,429
<b>Charitable activities</b>				
Use of sports facilities	5,427,929	-	5,427,929	5,305,698
Coaching and education	501,303	38,524	539,827	730,135
Miscellaneous	373,649	30,501	404,150	314,120
Delivery of health services	<u>1,212,096</u>	<u>-</u>	<u>1,212,096</u>	<u>1,262,095</u>
	<u>7,514,977</u>	<u>69,025</u>	<u>7,584,002</u>	<u>7,612,048</u>
<b>Total incoming resources</b>	10,033,249	522,710	10,555,959	10,493,854
<b>EXPENDITURE</b>				
<b>Other trading activities</b>				
Commercial trading operations	584,929	-	584,929	607,450
<b>Charitable activities</b>				
Wages	4,659,868	216,664	4,876,532	5,071,272
Social security	335,533	21,014	356,547	366,221
Pensions	802,924	38,300	841,224	811,469
Rent, rates, heat & light	720,198	15,636	735,834	717,387
Insurance	106,741	-	106,741	119,574
Telephone	51,159	10,415	61,574	62,071
Postage and stationery	9,546	1,515	11,061	74,515
Advertising and marketing	219,861	11,884	231,745	102,619
Sundries	29,331	9,669	39,000	2,984
Other staff costs	62,642	2,248	64,890	119,520
Motor & travelling	54,714	4,971	59,685	68,945
Repairs & maintenance	595,577	-	595,577	611,479
Security costs	21,058	-	21,058	25,943
Computer costs	73,483	12,189	85,672	72,349
Hire of equipment	130,929	28,869	159,798	137,926
Licenses & subscriptions	135,631	2,623	138,254	82,383
Project delivery	61,287	16,129	77,416	43,719
Subcontractor costs	173,084	76,536	249,620	261,256
Professional fees	101,533	10,752	112,285	111,384
Purchase of equipment	121,652	-	121,652	117,779
Carried forward	8,466,751	479,414	8,946,165	8,980,795



**ACTIVE LUTON**

**DETAILED CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31 MARCH 2020**

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Charitable activities</b>				
Brought forward	8,466,751	479,414	8,946,165	8,980,795
Sinking fund	25,000	-	25,000	20,000
Direct selling costs	46,469	-	46,469	57,842
Leasehold property improvement depreciation	126,017	-	126,017	110,350
Plant & machinery depreciation	140,158	-	140,158	154,609
Fixtures & fittings depreciation	260	-	260	-
Computer equipment	17,554	-	17,554	26,842
Loss on sale of tangible fixed assets	4,894	-	4,894	-
Interest payable	21,023	-	21,023	15,848
Bank and credit charges	45,027	-	45,027	47,452
Irrecoverable VAT	356,904	-	356,904	367,580
Grants payable	<u>7,997</u>	<u>33,556</u>	<u>41,553</u>	<u>69,058</u>
	9,258,054	512,970	9,771,024	9,850,376
<b>Other</b>				
Expected return on pension scheme assets	<u>142,000</u>	-	<u>142,000</u>	<u>127,000</u>
	142,000	-	142,200	127,000
<b>Support costs</b>				
<b>Governance costs</b>				
Auditors' remuneration	10,500	-	10,500	10,500
Auditors' remuneration for non audit work	2,500	-	2,500	2,500
Legal fees	<u>107,773</u>	<u>1,480</u>	<u>109,253</u>	<u>95,913</u>
	<u>120,773</u>	<u>1,480</u>	<u>122,253</u>	<u>108,913</u>
<b>Total resources expended</b>	<u>10,105,756</u>	<u>514,450</u>	<u>10,620,206</u>	<u>10,086,289</u>
Pension – experience loss on assets	834,000	-	834,000	485,000
<b>Net (expenditure)/income</b>	<u>(906,507)</u>	<u>8,260</u>	<u>(898,247)</u>	<u>(684,885)</u>