

COMPANY REGISTRATION NUMBER: NI063124
CHARITY REGISTRATION NUMBER: 102003

Orchardville Society Limited
Company Limited by Guarantee
Financial Statements
31 March 2023

Finegan Gibson Ltd
Chartered accountants & statutory auditor
Causeway Tower
9 James Street South
Belfast
BT2 8DN

Orchardville Society Limited

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2023

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Orchardville Society Limited

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Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2023

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2023.

Reference and administrative details

Registered charity name Orchardville Society Limited

Charity registration number 102003

Company registration number NI063124

Principal office and registered office Lagan Village Tower
144-152 Ravenhill Road
Belfast
BT6 8ED

The trustees

Jonathan McAlpin
Louise Tiffney (Treasurer)
Christopher Perry
Sian McKinty
Jamie Bill
Caroline Matchett
Apolonia Dubekile Mbondiya
John Veitch (Resigned 5 July 2022)
Jo McGinley (Appointed 6 June 2023)
Margaret O'Kane (Appointed 6 June 2023)
Kathryn Martin (Chair)

Company secretary Christopher Perry

Auditor Finegan Gibson Ltd
Chartered accountants & statutory auditor
Causeway Tower
9 James Street South
Belfast
BT2 8DN

Bankers Ulster Bank Limited
Arches Retail Park
Belfast
BT5 4AF

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2023

Structure, governance and management

The Orchardville Society was incorporated by guarantee on 13 February 2007. It has no share capital and is registered with the Charity Commission for Northern Ireland and is recognised as a charity by HM Revenue and Customs for taxation purposes. The guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association (as adopted 14 August 2006).

Our Vision

A society where equal opportunities are enjoyed by all.

Our Mission

Supporting people with learning disability or autism to live, learn and work.

Organisational Structure

The Orchardville Society is governed by trustees who are also directors for company law purposes. There must be at least eight directors at any time but there is no maximum number stipulated. One-third of the directors retire from office each year. This is done on a rotational basis, but each director is eligible for re-election for a further three years. No director shall serve for more than four consecutive three year terms.

The Chair and officers are appointed by the directors from among their number.

The Board met 5 times during the year.

The ARC committee met 6 times during the year.

The Governance Committee met 0 times during the year as governance matters were brought into the main Board meetings during this particularly challenging year as the charity transitioned into a new operating environment following the loss of ESF funding.

Management and staffing

Orchardville's Chief Executive is Mrs. Joan McGinn who has the responsibility for leading and developing the strategies and services of Orchardville within parameters set by the Board of Directors.

The Chief Executive was supported during 2022/2023 by a Senior Leadership Team comprising of Mrs. Lydia Lynas, Head of Community Provision; Mrs. Kirsty Spencer & Mr. Michael Walker, Heads of Employment & Progression, Mrs. Anne Marie McCartney, Director of Finance and IT, Mrs. Brenda McCracken, Director of Operations, Lesley Moreland, HR /Business Improvement and Mr. Paris McDonagh, Head of Catering (commenced 27th June 2022).

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Year ended 31 March 2023

Structure, governance and management *(continued)*

Valuing Volunteers

Orchardville acknowledge the contribution made by volunteers during the year to help achieve the charity's objectives.

The contribution from volunteers has been invaluable in supporting Orchardville to achieve its mission and vision. The volunteer Coordinator supports existing volunteers and to recruit train and support new volunteers across all Orchardville service and activities.

Disabled Employees

The group gives full consideration to applications for employment from disabled persons where the candidate's particular aptitudes and abilities are consistent with adequately meeting the requirements of the job. Opportunities are available to disabled employees for training, career development and promotion.

Employee Involvement

Staff teams met regularly using online platforms and in person. The Senior Leadership Team (SLT) met frequently to ensure strong leadership and planning. The SLT met in person 8 times in the year.

Public Benefit

Orchardville provides direct public benefit through the development and delivery of a range of specialist services to over 600 people with learning disability and / or autism throughout many parts of Northern Ireland. The directors confirm that they have had regard to the Charity Commission for Northern Ireland's guidance on public benefit on reporting on the charity's achievements and performance on page 5.

Objectives and activities

Orchardville delivers a range of services, projects, and opportunities to people with learning disability or autism to support them to reach their full potential and to be included in society. The principal objectives for which Orchardville Society is established is to relieve and advance the education of people with learning disabilities; to further the integration of people with learning disability into society; provide training, education, employment, leisure and recreation for people with learning disability and to increase public knowledge of the problems faced by people with learning disability.

Coronavirus-Covid-19

The impact of Covid-19 could still be felt throughout 2022/23 and we continued to follow public health advice.

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Year ended 31 March 2023

Objectives and activities *(continued)*

Achievements and Performance

2022/23 saw Year 2 of the current 3-Year strategy being delivered with progress monitored against the Balanced Score Card.

This year was an extremely challenging one for Orchardville which resulted in a loss of £354,873 in our employment and skills and supported training activities. The challenges along with the corrective action taken are described in the following paragraphs. While navigating these challenges Orchardville continued to deliver the same level of service excellence to our participants.

Employment and Skills

Ignite3, Orchardville's specialist employment programme, funded by NI European Social Fund Programme 2014-2020, Department for Economy, Department for Communities, BHSCT, SEHSCT & WHSCT, is focused on individuals with learning disability or autism who require specialist employment and training support to achieve and sustain employment and to support inclusion in society.

The European Social Fund came to an end on 31st March 2023. During the year, as this deadline approached, there was a growing level of uncertainty surrounding the continuation of the Employment and Skills programmes as the details of the successor fund from the UK government were not made available until January 2023. Orchardville joined a consortium with 6 disability charity partners to make a joint application to the UK Shared Prosperity Fund (UKSPF). This consortium was led by Action Mental Health and the application was made in the name of UK SkillSET. The application was successful and the sum applied for was awarded in full. The fund's period is 2 years and allows Orchardville's employment programme to continue until 31st March 2025.

In 2022/23

- 238 participants positively engaged with Ignite3
- Project participants secured 27 paid jobs, (with around 75% sustaining their employment for 6 months or more)
- Participants achieved 255 accredited and non-accredited qualifications
- Positive engagement with 129 employers across a range of sectors and industries to provide work experience and paid employment opportunities for participants.

Orchardville's employment team also supports people in employment (or at risk of losing their employment through Workable NI, funded by the Department for the Communities. Orchardville is one of 6 specialist disability organisations who together form the Supported Employment Solutions consortium, to deliver Workable NI. During the year Orchardville supported 33 participants on the programme and supported employers through the provision of disability awareness training and advise on reasonable adjustments.

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Year ended 31 March 2023

Objectives and activities *(continued)*

Community Provision & Transitions

Community Inclusion projects provide a range of services and support to people with learning disability or autism in several locations including Belfast, North Down, Lisburn funded by the BHSCT & SEHSCT. The projects encourage the development of new skills, friendships and independence leading to progression towards independence and employment goals. A monthly timetable of activities is developed which includes partnering with local organisations to take part in wellbeing, creative and sporting activities as well as volunteering opportunities which encourage social participation in the community. During 2022/23 a total of 332 participants engaged in community projects including 129 participants engaged with community inclusion programmes in Belfast (TAP2 ,Engage, Employability Solutions & CLASP) and 130 engaged with the SEHCT programme which includes Next Steps, Men's Shed and Orchardville Grows, a horticulture/gardening project. It also includes SDS Managed Budgets for participants from SEHSCT and 73 young people who registered on the Transitions project funded by BBC Children in Need. A new training programme was funded by ARCS to educate participants about scams and how to stay safe in the community, during the year 70 participants completed the training.

Social Clubs

Social Clubs continued in Belfast during 2022/23 with funding from BHSCT with one club meeting each week at head office or access facilities in the community. In addition a new project funded by the Department of Health was established to offer respite opportunities to families through the creation of social groups for young people and adults with learning disability in the SET. During the first year 4500 hours of support were offered and 70+ parents/carers benefited from the project. Orchardville Disability Football Club (DFC) was reformed and took part in the Disability Football league and through a legacy donation a group of men met once per month on a Friday night to do activities in the community.

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Year ended 31 March 2023

Objectives and activities *(continued)*

Supported Training

Supported training continues to be provided throughout Orchardville's services and social enterprises with experienced community support workers and vocational mentors supporting participants to progress and achieve agreed goals.

The social enterprise café estate, which was the growth element of activity in the last 2 years experienced a very challenging year in 2022.23, with losses of £274k sustained across 6 cafes. These losses were driven by higher operating costs, inflationary pressures as a result of the cost of living crises, and lower than forecast sales income due to squeezed disposable incomes.

The financial performance of the café estate was monitored very closely by senior management, forensically reviewed by the Audit & Risk (ARC) committee at each meeting and by the Board of Directors. Corrective action was taken quickly by streamlining the café estate and restructuring the organization in order to cease the loss making activity. The resulting outcome of these actions was the closure of 3 cafes in the year. During this period of change our participants continued to be supported to develop both employability and soft skills.

The core elements of Orchardville's business remained strong and stable throughout the financial year but there were challenges relating to the social enterprise activities. The Trustees took action during the year to mitigate the most significant risks associated with the social enterprise activities and have been proactive in planning steps for further mitigation to be progressed in the forthcoming year.

Organisational

During the year the Board of directors kept under review the strategic risks (including governance risks) and operational risks (including financial, compliance, people and technological risks) to which the charity may be exposed.

Orchardville purchases professional indemnity insurance on behalf of its directors and officers as well as legal expenses insurance to cover any potential employment disputes and awards.

Risk Management

The Management Committee has considered the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to streamlining of the cafe estate and restructuring the organisation to cease loss-making activity and best support future development and financial sustainability.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2023

Achievements and performance *(continued)*

Financial review

For year ended 31st March 2023 our income increased by 5.1% to £2,475,497 compared with £2,356,303 year ended 31st March 2022.

Our main funding streams for 2022/23 are from the European Social Fund, Department for the Economy, Department for Communities, Department of Health, Department of Finance, Belfast Health and Social Care Trust, South Eastern Health and Social Care Trust, Western Health and Social Care Trust, Children in Need and social enterprise activities.

Designated Funds

Designated funds are those unrestricted reserves that have been allocated for a particular purpose by the directors.

The Fixed Asset reserve is equivalent to the net book value of Orchardville's assets which the Board expects to retain less assets purchased using restricted funds, namely, the National Lottery Community Fund funded 'Connect' project.

Restricted Funds

Restricted funds are subject to specific trusts, ordinarily stipulated by the donor. The total of restricted funds carried forward at the balance sheet date amounts to £71,159.

Project Ignite, which commenced April 2018, is a 4-year vocational and employability programme funded under the Northern Ireland ESF Programme. With budgeted allowable expenditure of circa £850k, it is, by far, Orchardville's largest project. The total funding is received from ESF (40%), Department for the Economy (25%) with match funding from the Department for Communities, Belfast Health and Social Care Trust, South Eastern Health & Social Care Trust and Western Health & Social Care Trust.

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Year ended 31 March 2023

Financial review *(continued)*

Reserves Policy

Free reserves comprise the total reserves available to the charity, less those reserves whose uses are restricted or else designated for specific purposes.

Orchardville's reserves policy has been reviewed by the Audit and Risk Committee and agreed by the Board in November 2021 that free reserves be maintained:

- to provide an appropriate level of working capital;
- to fund shortfalls in income, when income does not reach expected levels; and
- to fund unexpected expenditure when unplanned events occur.

To strengthen our overall position, the reserves policy supports 4 key areas:- Projected fund

- Designated Funds
- Infrastructure Funds
- Research\Development Fund

Priority is given to the Projected Fund to sustain and support 3 months working capital requirements and to the Designated fund to meet redundancy liabilities in the event of funding not being replaced and to address HR and staff priorities and issues. Funds remaining after the priority funds will support the Infrastructure and Research & Development Funds

In the event of reserves dipping below agreed level, we will aim to restore reserves over 4 years by

- Increased fundraising
- Increasing earned income
- Reducing expenditure

Free reserves at 31 March 2023, excluding fixed assets and restricted reserves, amounted to £440,141.

Investment Policy

The Board of Directors reviewed the investment policy during the year to ensure that the overall investment objective which is to produce the best financial return with an acceptable level of risk is met.

The investment objectives that were set are:-

- The overall investment objective is to produce best financial return with an acceptable level of risk.
- Investments are generally for the long term and trustees will ensure that their ability to meet future planned expenditure is not compromised by over-investment.

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Year ended 31 March 2023

Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

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Year ended 31 March 2023

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 28th November 2023 and signed on behalf of the board of trustees by:



Kathryn Martin
Trustee



Louise Tiffney
Trustee