



Annual Report and Consolidated Financial  
Statements

31 March 2018

Charity Registration Number  
1149326

Company Registration Number  
07638065 (England and Wales)

## Contents

### Reports

Reference and administrative details of the charitable company, its Trustees and advisers	1
Trustees' report	2
Independent auditor's report	30

### Financial Statements

Consolidated statement of financial activities	34
Balance sheets	35
Consolidated statement of cash flows	36
Principal accounting policies	37
Notes to the financial statements	44

## Reference and administrative details of the Charitable Company, its Trustees and Advisers

<b>Trustees</b>	Sister Ellen T Flynn (Chair) Sister Mary T Bain Mr John Drury Sister Kathleen Fox Sister Kathleen Kennedy Sister Mary T O'Connor Mrs Leona Roche Father Paul Roche Sister Theresa Tighe
<b>Registered office</b>	Provincial House The Ridgeway London NW7 1RE
<b>Telephone:</b>	020 7931 8738
<b>Charity registration number</b>	1149326 (England and Wales)
<b>Company registration number</b>	07638065 (England and Wales)
<b>Auditor</b>	Buzzacott LLP 130 Wood Street London EC2V 6DL
<b>Bankers</b>	HSBC Bank plc Fenton House 85-89 New London Road Chelmsford Essex CM2 0PP
<b>Solicitors</b>	IBB Solicitors Capital Court 30 Windsor Street Uxbridge UB8 1AB
<b>Investment managers</b>	Kames Capital 4 <sup>th</sup> Floor 77 Gracechurch Street London EC3V 0AS

## Trustees' report Year to 31 March 2018

The Trustees present their statutory report together with the consolidated financial statements of The Daughters of Charity of St Vincent de Paul Services (DCSVP Services) and its subsidiaries, St Vincent's Family Project, Out There Supporting Families of Prisoners, Vincentian Care Plus, St Joseph's Services Limited and the Louise Project, for the year to 31 March 2018.

This report has been prepared in accordance with Part 8 of the Charities Act 2011 and constitutes a directors' report for the purposes of company legislation.

The financial statements have been prepared in accordance with the accounting policies set out on pages 37 to 43 of the financial statements and comply with the charitable company's Memorandum and Articles of Association, applicable laws and 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 United Kingdom and Republic of Ireland (FRS 102).

### **Principal aims**

The Daughters of Charity of St Vincent De Paul (the 'Congregation' or the 'Daughters of Charity'), a Roman Catholic religious congregation, established DCSVP Services in order to create a new charity and company structure for services and projects the Congregation runs currently or with which it has a founding relationship. DCSVP Services will help ensure that the long term future of the subsidiaries is secure.

As appropriate, projects which already have limited company and/or charity status will be invited to become subsidiaries of DCSVP Services, thereby creating a group structure and allowing for greater co-operation and an enriched relationship between subsidiaries. The Trustees of each subsidiary are responsible for directing and controlling the operation of the subsidiary to fulfil its charitable objects.

It is intended that DCSVP Services will safeguard and deepen the Vincentian character and values of the Congregation's projects and services, assist in planning for long term sustainability, and assist with infrastructural needs and best practice in governance.

The objects of the charitable company as set out in the governing document are: *".....in the spirit of St Vincent de Paul and are such charitable purposes as shall advance charitable work of the Congregation anywhere in the world as the Trustees with the approval of the Provincial shall from time to time think fit, provided that if at any time the Congregation shall cease to exist or shall cease to carry on any charitable work then for such other lawful purposes connected with the advancement of such similar charitable purposes as the Trustees shall determine"*.

## **Achievements and performance**

### **Review of activities**

DCSVP Services is an initiative of the Congregation which formally brings together charities founded by the Daughters of Charity, and still associated with them, into a family structure (the subsidiaries).

What all of these distinct charities and ministries share in common is a commitment to 'Vincentian Values', even though these may be interpreted and lived out in different ways within this broad Vincentian family. The Daughters of Charity are committed to maintaining their support and relationships with these charities and projects and want to ensure the longevity and future of these individual charities and projects and, crucially, to safeguard the Vincentian ethos and charism that collectively drives them. DCSVP Services is now into its sixth year of operation.

### *Business Plan*

A new Business Plan for 2018-2021 was agreed this year, building on the foundations laid down in our first few years of operation and seeking to further develop the role of the team and the group structure, with our strategic aims including:

**1. Sustainable subsidiaries**

Supporting subsidiaries to establish a sound financial footing, effective data management, and robust policies and procedures, and fostering closer collaboration within the group.

**2. Enshrining our Values**

Building on progress made through the VIVAT programme, further expanding the offer of the Induction Course, developing a Foundation Course, and refocusing our efforts to ensure the consistent provision of pastoral care at all subsidiaries.

**3. Readiness to Respond**

Evidence-based exploration of how we might best respond to emerging poverties, including the potential to establish new services if necessary and appropriate.

**4. One Vincentian Voice**

Challenging structural injustice through drawing on our evidence base and speaking out for systemic change in partnership with other Vincentian organisations.

## **Achievements and performance** (continued)

### **Review of activities** (continued)

#### *Resource Hub*

With a fully staffed team in place, DCSVP Services has been working closely with our subsidiaries to respond to their respective support needs. Tailored back-office support services are available to subsidiaries, including finance, human resources, administration, operations and governance. In addition, we have developed a regular forum to bring together the CEOs of each of our subsidiaries to establish both a network of professional support and a forum to share, discuss and further develop ideas for the benefit of the wider group.

The development of a permanent office in central London has been a positive move as, in addition to the extra office space, we have a beneficial resource for London-based subsidiaries and a place to hold Trustees' and external meetings as necessary.

Our overall focus on the development and perpetuation of a Vincentian charism remains steadfast, with further work taking place in our values initiatives throughout the year, and additional trainers and champions recruited to help the development and delivery of values-centred training.

In addition to supporting our current subsidiaries, and in line with our business plan, we have also commenced a dialogue with other Vincentian organisations interested in exploring opportunities for collaboration, with particular regard to values training and development.

#### *VIVAT*

Launched in 2014, the Vincentian Values Today (VIVAT) programme is designed to help both celebrate and further enshrine the Vincentian ethos and charism within each subsidiary, along with several other organisations which have affiliated to the shared values identified through the programme. VIVAT combines storytelling of the heritage of the founders with an active exploration of the role of the charism in frontline services today.

In total, 15 organisations have subscribed to a set of shared Vincentian Values, which inform each of the services. These are:

- ◆ Serving people who are experiencing the effects of poverty
- ◆ Respecting each person's dignity
- ◆ Being compassionate and kind
- ◆ Enabling choice and change
- ◆ Acting in solidarity for justice

## **Achievements and performance** (continued)

### **Review of activities** (continued)

#### *VIVAT (continued)*

##### VIVAT: Induction Course

The Induction Course continues to be popular with employees across the Projects. To date 291 employees have participated in the Course which introduces the Vincentian values and family and describes the changing role of the Daughters of Charity over time. It is presented to both new recruits and those who are already serving in participating organisations.

The evaluations are immensely positive with most of the participants rating the course excellent or very good. Most of the participants also recognise how much the course has helped them understand more deeply Vincentian values and their impact on their daily service. They appreciate being together with people from all levels of the organisation to reflect and share on what makes Vincentian service unique and how better to live out the values on a daily basis to better serve the most vulnerable.

##### VIVAT Annual Conference

The fourth Annual Conference was held in June and fully supported by all the Projects and Associated Organisations. The theme this year was, 'Into the Future: Collaboration and Networking'. Lively presentations, discussions, reflections and suggestions for moving into the future, gave witness to a growing 'ownership' of DCSVP Services by all the subsidiaries. There was also a strong desire to move forward with hope and strengthen the services so that those living in poverty today and tomorrow will continue to be served in a Vincentian way.

##### VIVAT: Pastoral Care

Most of the subsidiaries now have a named pastoral worker and this has strengthened the Pastoral Team. The Team continues to shape a common pastoral approach and (Vincentian) model for our Projects. Our pastoral workers are proactive in their outreach trying to maintain a practice of regular contact to build informal relationships with people and to be accessible to all.

DCSVP Services recognises that in the workplace pastoral care is the responsibility of all, because everyone has a responsibility in line with our Vincentian values to build life giving and affirming relationships, which are sensitive to individual circumstances and the human spirit. Specialist workers have a dedicated role. They offer a person centred, holistic, pastoral response that complements the care offered by other helping disciplines while paying particular attention to spiritual care. They are available to all. They are a responsive resource available to teams to support the practice of holistic care. As Vincentian pastoral workers they share the responsibility for ensuring that the human person and personal relationships remain at the heart of our subsidiaries through meaningful dialogue, reflective practice and Vincentian celebrations.

**Achievements and performance** (continued)

**Review of activities** (continued)

*Subsidiaries*

<b>Entity</b>	<b>Status of subsidiary</b>
<b>St Vincent's Family Project</b>	Joined DCSVP Services in 2011.
<b>Out There - Supporting Families of Prisoners</b>	Joined DCSVP Services in 2014.
<b>Vincentian Care Plus</b>	Joined DCSVP Services in 2014.
<b>St Joseph's Services</b>	Joined DCSVP Services in 2015.
<b>The Louise Project</b>	Joined DCSVP in 2017.

*Future plans*

Over the next twelve months, the focus will be on:

- ◆ Further strengthening each of our subsidiaries;
- ◆ Identifying resources to more firmly secure the future development of the DCSVP Services central hub;
- ◆ Embarking on a period of consultation with stakeholders across our wider family to develop a clear consensus on the most effective avenue for the further development of DCSVP Services; and
- ◆ Exploring opportunities to begin a dialogue with additional organisations within the Vincentian family which may wish to work more closely with DCSVP Services and the values we promote.



## **Activities and performance of the Subsidiaries**

### ***Out There Supporting Families of Prisoners***

#### *Mission and values*

Out There offers a supportive, compassionate and caring service to prisoners' families, from arrest to post-release. The overall aim is to protect the mental health and social wellbeing of individuals, families and dependants of prisoners and to eliminate their social exclusion through early intervention and self-help initiatives.

#### *Review of activities*

It has again been a busy year with changes in the team, high demand for the service and increasingly complex case work. The increasing pressures in the prison system resulting in frustrations to prisoners and their families, cuts to services in the community and changes in the benefit system have all been evident in case work. Out There has continued to deliver a high quality service to families of prisoners throughout Greater Manchester with 294 families accessing the services offered in the year, including 192 new incoming enquiries both direct from families and from a range of external agencies. Out There is pleased to report an increase in the number of families receiving pro-active intervention for the prisoner on their return home, resulting in the family member successfully remaining out of prison during the time the cases were open.

Concerns for the safety and welfare of the loved one in prison and issues around visiting and phoning the prison continue to be raised by families. This is caused by the longer times prisoners spend in cells, due to overcrowding and fewer staff members. A key task of support workers is to liaise with prison and probation staff to reassure families and resolve the issues that concern them. Out There's main links for this work are with chaplains, prison visitor centre staff and health care workers and also contact with Independent Monitoring Boards and the Public Protection Unit.

#### *Networking and Partnership Work*

Out There recognises the essential part that partnership work plays in securing outcomes for families and increasingly works closely with other agencies, from participating in Thrive Trafford Networking to identifying local providers which can help ensure that the families have access to essentials such as school uniforms, shoes, clothing and bedding. Following on from Out There's successful event for International Women's Day last year, another open event at Powell Street was held. A number of service providers attended including Shelter, Time for Change, The Young Women's Trust, Trafford Family Directory, Women Matta and Trafford Domestic Abuse Service. Families and local people attended for information and advice.

Out There maintained a close working relationship with the local prison, HMP Manchester. Out There is building a relationship with Partners of Prisoners (POPs), which has recently been given the tender to run the Visitors' Centre at HMP Manchester. With other outside agencies, Out There attend the Family Link meetings held at the prison with chaplaincy members, the Visits' Governor and other members of the prison staff. This is a valuable contact and enables Out There to deepen relationships and bring to the attention of senior prison staff general concerns of families and initiate changes to improve the visit experience for families and prisoners.

## **Activities and performance of the Subsidiaries (continued)**

### ***Out There Supporting Families of Prisoners (continued)***

#### *Networking and Partnership Work (continued)*

Out There continues to hold Family Forums at Powell Street, with helpful input from the Visits' Governor and senior healthcare staff. The opportunity to raise questions and issues with senior staff and to find out more about prison processes has helped bring peace of mind to a number of families during the year. Out There maintains links with a number of other prisons throughout England and Wales and with agencies that support prisoners and their families, including chaplaincy teams and visitor's centre staff.

#### *Post release support and reoffending*

Out There has continued to offer casework services to both the family and offender for at least six months after release. This can be a traumatic and unsettling time for both family and offender. During the year the following actions helped the returning prisoner:

- ◆ Successful referrals to Motivate to secure mentors;
- ◆ Assistance to sign up at a GP surgery;
- ◆ Securing furniture through the SVP, facilitated by Mike Kane MP;
- ◆ Helping to set up a bank account;
- ◆ Assistance to understand the benefits application process and letters from DWP, enabling a successful claim to be set up.

Links with Probation Services and housing providers have enabled good outcomes for the families and released prisoners engaging in this ongoing support.

#### *Families' assessment – outcomes tool*

This self-assessment tool has enabled Out There to target the particular issues expressed by the families and it continues to use this tool to great effect for the families. Ongoing assessments are completed at intervals and families have seen for themselves the improvements they have made.

Families have made the following comments:

*"I have nothing but praise for this charity....The work that you do and the way that you do it helps to boost parents' confidence and is a great morale booster."*

## **Activities and performance of the Subsidiaries (continued)**

### ***Out There Supporting Families of Prisoners (continued)***

#### *Post release support and reoffending (continued)*

*"Always a pleasure to speak to your staff, who are helpful for the families and friends that need direction and guidance."*

*International Woman's Day: "I have enjoyed everything today. Loved the positive attitude and confidence building.... This was exactly what I needed."*

#### *Future developments*

During the year, with facilitation from the Cranfield Trust, trustees, staff and volunteers began to develop a new business plan which will take Out There from 2018 to 2021. This will give a clear direction for the organisation and help us deliver a more holistic service to the families.

At the end of 2017 the trustees, after reflection and discussion, decided to restructure the organisation. Out There believes that this new structure, in place from May 2018, will strengthen the organisation and with the implementation of the business plan create a strong future for Out There in the years to come.

### ***St Vincent's Family Project***

#### *Principal aims*

St Vincent's Family Project (SVFP) aims to support families in Westminster especially those who are experiencing deprivation and the wider effects of poverty, offering an experience of community that inspires, supports and enables positive change in the lives of those who use its services. The Project aims to address the issues of parenting, child welfare and social exclusion by providing services for parents and children.

#### *Review of activities*

SVFP client families, 85% of whom reside in the City of Westminster, often experience deprivation and the wider effects of poverty. SVFP is set within a context of being in the historical centre of the city, a concentration of wealth and political power, and which has the highest per capita discretionary income (£25,000) within the country. Against this backdrop, some of the families are unable to buy toys or toothpaste for their children.

Family Space is a service developed by SVFP which offers a varied programme of activities to support pre-school families and lay strong foundations for parenting and family life. Family Space also offers a variety of research-based parenting programmes, support groups, healthy living courses, drop-in sessions, voluntary-led sessions of alternative therapy, arts & crafts, baby massage, inclusion programmes of events and outings, including outreach within the community and at children's centres to those that are hard to reach and engage.

## **Activities and performance of the Subsidiaries (continued)**

### ***St Vincent's Family Project (continued)***

#### *Review of activities (continued)*

Family Space partners with the local children's centre delivery group and works closely with other charities and agencies, including The Abbey Centre, Befriend a Family, Pimlico Toy Library, Home Start, Family Lives, Westminster Boating Base, Katherine Lowe Settlement, St Francis Centre, Churchill Gardens, Family Centre and others. Visiting professionals such as the speech and language team, parenting coordinator, specialist advice workers and social workers are available for parents to consult.

This year SVFP has increased the numbers of primary aged children receiving art, drama and dance movement therapy. It has sustained excellent relationships with four local schools, and also provided sessions at its centre in the Methodist Central Hall. At present SVFP has one art therapist and two drama therapists working to provide creative psychotherapy sessions that are paid for by the schools, and has increased its therapy students on placement. This allows SVFP to provide subsidised psychotherapy to children who may not be able to receive much needed therapy due to lack of funding or to the ever-increasing referral threshold of statutory child mental health services. SVFP has taken on two drama therapy students from the Central School, two art therapy students from the University of Hertfordshire and two dance movement therapy students from Goldsmiths. 74 children have benefited from the creative arts therapy available through SVFP, increasing their resilience and overall wellbeing. Further, improved relationships with the schools have been developed, enabling them to respond more effectively at an earlier stage to troubling behaviour.

It is clear that having therapy students on placement is a great asset to SVFP and indeed to the children and families they support. The placement students enable children to access therapy at no cost to the schools or families. However, the coordination, support and supervision they need takes a considerable amount of time and is not to be underestimated, particularly if SVFP increases student numbers. It is possible to grow the therapeutic service via the use of students, just as thriving organisations like Place 2 Be have done.

Ideally, SVFP will offer subsidised sessions from both students and fully qualified creative arts therapists aimed at addressing those children whose needs are too great or complex for work with students alone. SVFP has recently been awarded a grant to enable it to develop this initiative.

As SVFP numbers increase it is imperative that systems of data collection and analysis are further developed so that the records can track and record increasing numbers across the various strands of its work.

To operate optimally SVFP is continuing to develop all systems as it grows. SVFP continues to develop its volunteering opportunities, and wishes to express its deep gratitude to its extraordinary team of volunteers, whom collectively have donated almost 8,000 volunteer hours to the running of the charity over this past year.

**Activities and performance of the Subsidiaries** (continued)

***St Vincent's Family Project*** (continued)

*Future development*

Through 2018 – 2019 SVFP will aim to achieve the following objectives:

- ◆ Demonstrate and instil Vincentian values throughout its work and with those whom SVFP serves and partners;
- ◆ Develop the three SVFP services whilst determining and responding to the needs of its client children and families;
- ◆ Develop and build staff, volunteers, therapeutic placements and student interns, investing in their good practice, skill enhancement and growth;
- ◆ Recognise donors and supporters, and determine how best to engage and communicate the impact its support makes;
- ◆ Continue to appoint trustees who can bring skill sets and targeted knowledge to supporting the work at hand;
- ◆ Seek out Ambassadors or Patrons who can help increase the charity's profile and assist with marketing and fundraising efforts;
- ◆ Maintain stable funding and adequate free cash reserves of approximately three to six months;
- ◆ Increase marketing for the charity through its website, social media, events, corporate outreach and in other creative and innovative ways;
- ◆ Charge realistic creative arts therapy fees, without compromising the charity's policy of providing services to those in need; and
- ◆ Extend its influence and collaboration with others through continued partnership working both at Methodist Central Hall and at other sites within the borough.

***Vincentian Care Plus***

*Principal aims and activities*

The principal aim of Vincentian Care Plus (VCP) is to assist those in need of home care by the provision of a home care visiting service.

## **Activities and performance of the Subsidiaries (continued)**

### ***Vincentian Care Plus (continued)***

#### *Review of the period*

The period has once again been one of significant turbulence and challenge for VCP, culminating in a report from the Care Quality Commission (CQC) highlighting areas in which significant improvement is required. VCP recognises the severity of the situation it faces and the critical urgency of the task before it to return the organisation to its former solid performance standards. In response to this, several high-level changes have been made and targeted external support has been resourced to address the challenges faced.

Vincentian Care Plus has been working with DCSVP Services, CQC and Westminster City Council to address the issues raised, and continues to explore how it can best tackle the challenges it faces. A significant amount of time was invested in replacing a poorly performing core planning and reporting system with an alternative from a different provider. This has proved useful in improving the quality and live availability of rota, planning and key client data, and will be of further use in ensuring that the evidence trail for each individual visit is clearly accessible and traceable.

VCP has improved its working relationship with Verilife, a subcontractor, which provides around 30% of the contracted hours. This relationship has been formalised through a new contract, with an improved two-way dialogue and clearer understanding of data monitoring being an important feature of its working practice.

One positive note is that despite the issues raised and challenges faced, the quality of care provided to VCP's clients has been consistently recognised as Good. Whilst it recognises the scale of the tasks it faces in bringing the organisation back to where it needs to be in order function more effectively and efficiently, VCP takes pride in the quality of care delivered, which is the fundamental essence of this organisation.

#### *Volunteering and Befriender Service*

Currently, in response to growing client requests there are several volunteers visiting VCP clients on a regular basis.

Additionally, there are several local befriender projects, with which VCP already partners; developing this partnership work and attracting volunteers directly fosters more focused engagement and networking to reduce service isolation.

The befriender service was not as integrated into VCP front line care work as it might have been; accordingly volunteers will receive full training in induction, values, safeguarding and other mandatory topics, as well as being closely linked with the coordinators and supervisors to ensure communication is rich and fluid and volunteers are effectively supported and engaged in the wider service.

## **Activities and performance of the Subsidiaries (continued)**

### ***Vincentian Care Plus (continued)***

#### *Volunteering and Befriender Service (continued)*

The value of volunteering was demonstrated this year via Charity Connect where students of The London Business School (LBS) were looking for volunteering opportunities. These teams joined VCP over a weekend to decorate the now designated training room which has re-invigorated the room, ready for this year's training and development. The LBS students were also keen to keep in contact and get involved in other ways with office support and volunteer service ideas.

#### *Future developments*

#### *Income streams*

The intention is to retain and develop the Westminster City Council contract and to start to re-develop the direct private client work, with new and improved publicity material and methods of engagement with those in need, by ensuring local centres such as community centres, faith centres, libraries, pharmacies and surgeries are engaged and are able to raise awareness of the service offered by VCP.

#### *Website and social media presence*

As part of the private client work reinvigoration, VCP aims to overhaul and redesign its website to ensure ease of use by prospective clients, staff, referrers, family members and funders, linking in social media platforms where appropriate.

### ***St Joseph's Services***

#### *Principal aims and activities*

St Joseph's Services' primary aim is to support adults with a learning disability to live independently in their own homes and be integrated into the community. Its services are structured into three Circles of Best Practice, supporting 89 people with learning disabilities through person centred planning and service delivery in a variety of locations, including a registered care home for eight adults and home care services for all others. It employs a workforce of 257 to provide support and care and 16 people to administer the organisation. Throughout the previous financial year everybody that St Joseph's Services has supported has achieved positive outcomes.

#### *Review of the period*

A significant activity throughout this year was the reorganisation and reconfiguration of St Joseph's Services Circles of Best Practice. St Joseph's had grown significantly in size over the last few years and the circles were bigger than they had been. There was also a significant discrepancy in the size of services and the distribution of management responsibilities. Therefore, following significant planning, the services were rearranged and fairly distributed amongst the circles and a new circle of best practice was created. This ensures a fair and manageable workload for the senior management team and team leaders and ensures a sustainable structure enabling future growth.

## **Activities and performance of the Subsidiaries** (continued)

### ***St Joseph's Services*** (continued)

#### *Inclusion and involvement in strategy and operations*

The people St Joseph's Services supports help shape and steer the organisation in numerous ways; for example, in involvement in all recruitment processes, helping make strategy and policy accessible to those at whom they are aimed, serving on the Board of Advisors which co-ordinates working groups run by St Joseph's Services and sending representatives to quarterly Trustees' meetings. All these examples help ensure that those St Joseph's Services provides support to are represented at a strategic level.

#### *Accredited Living Wage Employer*

St Joseph's Services has remained as a Living Wage Employer and increased salaries in May 2017 to meet the increase in the Living Wage. To combat the compression of salaries with the increasing Living Wage, a pay review was commissioned by the Trustees of St Joseph's Services and an incremental salary structure was introduced.

#### *Staffing*

St Joseph's Services has a low turnover of staff and achieves a high retention rate, ensuring continuity and consistency for the people it supports. Staff members have celebrated 25 years and 30 years' service with the organisation. St Joseph's Services has faced more challenges than previously to fill staff vacancies throughout the organisation, mitigated with increased flexibility of staff – moving staff into areas of greatest need. St Joseph's Services has also ensured targeted recruitment and a streamlined recruitment process. Over the next 12 months it plans to develop a robust recruitment strategy and consider the additional benefits that can be offered to staff members.

#### *Learning and development*

There is a well-established training programme which has been designed to ensure that all training requirements are met throughout the year, and all staff are provided with the opportunity to continually develop their skills. This ensures that not only regulatory requirements from the Scottish Social Services Council (SSSC) and the Care Inspectorate are achieved but that St Joseph's Services continues to uphold its values and the continued improvement of quality delivery. The changing needs of those supported shapes the charity's training programme, which now includes "person specific" training, peg feeding, tissue viability and appropriate health screening. 14 candidates successfully achieved their SVQ 2/3 award in 2017/2018. There are ongoing opportunities for staff to complete an SVQ in line with SSSC registration requirements.



## **Activities and performance of the Subsidiaries (continued)**

### ***St Joseph's Services (continued)***

#### *Communication*

Families, communities and all stakeholders are essential to the effectiveness of St Joseph's Services. It has strived hard over the year to encourage people to work, in partnership with the charity, to achieve the best outcomes possible for the people it supports. It has begun to explore new ways of communicating through the use of social media and via the website, and has relaunched its newsletter "Joe's Journal". The various meeting forums also facilitate communication.

#### *Pastoral Care*

Pastoral care for people the charity supports, staff members and families has remained at the heart of pastoral care practise. It has strengthened the pastoral team through recruitment and introduction of volunteers and St Joseph's Services has been involved in the wider development of pastoral care within the Vincentian family. St Joseph's Services has worked to develop the understanding amongst the staff teams of the pastoral responsibility of everyone within the organisation.

#### *Regulatory information*

St Joseph's Services is regulated by the Care Inspectorate. The organisation was inspected in May 2017 and achieved the following inspection results:

- ◆ Circle 1: Achieved Grade 6 in all areas
- ◆ Circle 2: Achieved Grade 6 in all areas
- ◆ Circle 3: Achieved Grade 6 in all areas
- ◆ New Lodge Care Home: Grade 6's and one Grade 5

There is now a statutory requirement for all support staff working within a Housing Support or Care at Home model of support to register with the Scottish Social Services Council. Following the opening of the register on 2 October 2017, all staff members recruited from this date must secure registration within the first six months of their employment. St Joseph's Services has organised a series of information sessions alerting everyone of their responsibility and timescale to register, with support mechanisms in place.

#### *Wider community benefits*

The charity engages with local schools offering both voluntary opportunities to young people but also providing information and education about living with a learning disability, reducing stigma and promoting acceptance and inclusion. St Joseph's Services has performed well throughout 2017 and 2018 – the primary focus of the year has been consolidation of the structural changes that have taken place. A review of St Joseph's Services provision was undertaken and a fourth circle of best practice was created. This new structure will allow for future growth and development of St Joseph's Services. The focus on St Joseph's Services' systems and structure will provide a strong foundation for the organisation ensuring that it is moving 'Into The Future With Hope' with long term security, viability and growth.

## **Activities and performance of the Subsidiaries (continued)**

### ***The Louise Project***

#### *Principal aims and activities*

The mission of The Louise Project is to work with the community of Govanhill to enable people to transform their own lives, access appropriate services and actively participate in the social transformation of their community. To achieve this, The Louise Project has five streams of activity:

1. Community drop-in
2. Community integration
3. Building better futures
4. Building community
5. Building for social justice

#### *Review of the period*

The dominant people group served by the project is the European Roma migrants. The Louise Project has focussed on the development and delivery of The Space, the centre in the heart of Govanhill which plays host to the community drop-in, community integration and building better futures programme. Through these workstreams, families living with poverty have been supported to: address basic needs such as food, clothing and bedding; develop skills such as literacy, sewing and cooking; develop an enhanced sense of wellbeing and self-esteem; and begin to integrate into the community through signposting to, and brokering relationships with, a wide range of external agencies and service providers. All activities and programmes of support focussed on working towards the four main areas of impact as outlined below.

#### **Outcome 1: Reduced isolation of the Roma people as they build relationships within the community drop-in.**

New migrant families arriving in Govanhill find their way to The Space, often through word of mouth. Over 250 families were supported by the project and over 1,350 destitution issues were addressed including access to basic resources needed for family life, such as food, clothing and bedding. Even when issues can be resolved in a short time, people often spend the entire morning in the community drop-in as it also meets their needs as a place to be sociable, to make new friends and a place of respite from overcrowded flats.

**Activities and performance of the Subsidiaries** (continued)

***The Louise Project*** (continued)

*Review of the period* (continued)

**Outcome 2: Greater integration of the Roma population in the wider community as they access services.**

The number of issues pertaining to integration is consistently high and over 1,300 integration issues were addressed during this time period, including focused support on specific areas such as education, health care, housing, banking, utilities, debt management and welfare benefits. In addition, it also included support to engage in wider social activities such as mother and toddler groups and local events and activities. There has been evidence of increased issues compared to the previous year, attributable to the Roma community putting their trust in The Space and bringing more issues for support. An increase in the number of men now accessing the project is also an indication that the project is seen as a force for good by this community.

The project was deeply honoured earlier this year to speak on behalf of the British Ambassador to the Holy Roman See at an international conference in Rome on Roma integration. The conference was hosted by the Ambassador of Hungary and attended by senior Roman Catholic officials and ambassadors from across Europe.

**Outcome 3: Greater long-term prospects across the Roma community as they engage with the building better futures programme to develop their skills.**

A bespoke pre-ESOL programme has been developed, designed to teach basic adult literacy in a dignified manner; to date more than 70 people have completed this and are now learning to write and speak English, as well as developing numeracy skills. It is a new and very daunting experience for any individual to begin their education as an adult and many Roma people have lived in a vacuum devoid of the types of learning we would associate with schooling. This is a painstaking journey which the project commits to for the benefit of the families. The families have also accessed opportunities to engage in healthy cooking on a budget, sewing classes and wellbeing to manage stress, as well as attending the official opening of the project where many of the community were able to speak with the First Minister for Scotland.

## **Activities and performance of the Subsidiaries (continued)**

### ***The Louise Project (continued)***

#### *Review of the period (continued)*

#### **Outcome 4: Enhanced levels of emotional wellbeing amongst the Roma community as they engage in the activity streams offered by the project.**

As part of the community drop-in, staff, volunteers and regular visitors to the project openly comment on the enhanced level of confidence and self-esteem as people engage in a more self-assured manner and are more engaged socially. Evaluation tools for measuring soft outcomes have been developed, such as wellbeing and self-esteem based upon the New Economic Foundation tools developed on behalf of the Big Lottery. In addition, a 'Wellbeing Ladder' is utilised to explore specific issues and the results demonstrate a significant positive shift in self-esteem and the ability to cope with problems. This is also reflected in the feedback session from families who have requested more English classes, exercise classes, sewing classes and support to get work and attend college. When families first engaged with the project, many women would respond with statements such as "I am nothing" and "I will be nothing". Two years on, the women are aspiring to go to college, gain employment, to have ambitions and to set a good example to their children. This shows not only a desire to learn new skills but also a notable increase in aspiration.

#### *Future developments*

The Louise Project is in a very special position and one of significant responsibility. It has enabled a very marginalised group of people to meet their basic needs, integrate into society, develop basic skills and to dream and develop aspirations. However, due to the depth and complexity of the poverties which the project responds to, the families will continue to access the current streams of support simultaneously, whilst the charity also aims to develop building community and building for social justice programmes, as experience highlights the very great need for these additional streams of work.

#### **Financial review**

A summary of the results of the charity and its subsidiaries for the year to 31 March 2018 is given on page 34.

During the year, income totalled £7,189,872 (2017 - £6,687,627). Included in income is an exceptional donation of £128,765 being the value of the assets donated to The Louise Project on incorporation on 1 April 2017, by The Daughters of Charity of St Vincent de Paul Charitable Trust.

Expenditure amounted to £7,170,595 (2017 - £6,849,064).

Unrealised losses in the year amounted to £44,900 (2017 gains - £105,176).

**Financial review** (continued)

***Reserves policy***

The Trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed. The Trustees consider that, given the nature of the charitable company's work, and the need to respond to unforeseen emergencies, the level of free reserves should at least be equivalent to between six and twelve months' expenditure. The Trustees are of the opinion that this provides sufficient flexibility to cover shortfalls in income, adequate working capital to cover core costs, and will allow the charitable company to meet its commitments and respond to unforeseen emergencies.

***Financial position***

The balance sheet shows total reserves of £4,623,700 (2017 - £4,649,323).

The investment fund amounting to £2,106,584 (2017 - £2,151,484) is represented by investments acquired from monies donated by The Daughters of Charity of St Vincent de Paul Charitable Trust with a principal objective of investing the funds and of at least maintaining the absolute value of the capital at all times and with a secondary objective of generating income. The capital may be applied towards meeting expenditure should the financial position of the charity require this and provided there is consultation with the Trustees of The Daughters of Charity of St Vincent de Paul Charitable Trust.

Other restricted funds held for specific purposes, as specified by the donors, amounted to £141,100 at 31 March 2018 (2017 - £170,129) (note 14).

In addition, the Trustees have identified the net assets held by each subsidiary which represent unrestricted funds, and set them aside at group level as designated funds. The amounts set aside are £4,435 (2017 - £63,269) for the work of St Vincent's Family Project, £142,422 (2017 - £71,852) for the work of Out There Supporting Families of Prisoners and £1,995,068 (2017 - £1,920,923) for the work of St Joseph's Services Limited and £40,409 for the work of The Louise Project.

At 31 March 2018, Vincentian Care Plus had net liabilities of £47,310 (2017 – net assets of £6,137). The Trustees of VCP accept that the financial position of the charity needs improving and falls well below that demanded by VCP's reserves policy. The Trustees of VCP know that the next few years will be challenging. There is a need to ensure that the charity continues to improve its processes and controls with a view to fulfilling the requirements of the Care Quality Commission (CQC), thereby retaining the confidence of Westminster Borough Council and demonstrating that it is able to continue to deliver a quality domiciliary care service. This will need to be done alongside the requirement for VCP to continue to implement robust and careful budgeting and monitoring of cash flow.

Funds available to support the work of the charitable company in the future are shown as general funds on the balance sheet and amount to £240,992 (2017 - £265,529). This figure needs to be considered in the light of the charity's annual expenditure. The Trustees are of the opinion that this level of free reserves meets the requirement of the reserves policy. Over the next couple of years it is the intention of the Trustees to continue to build up these reserves as the charity's work develops, through raising funds and controlling expenditure.

**Financial review** (continued)

***Investment policy – listed investments***

The charitable company has a portfolio of listed investments which had a market value of approximately £2.1 million at 31 March 2018 (2017 - £2.15 million).

The listed investments are managed by Kames Capital which operates within specific guidelines which are set out and regularly reviewed by the Trustees.

There are no restrictions on the charity's power to invest.

The Trustees have set ethical restrictions on where their funds are invested.

The Catholic faith reveres the sanctity of life and therefore no investment is allowed in those companies:

- ◆ whose activities include direct participation in or support of the wilful taking of life, including **abortion** and **euthanasia**. Direct participation in abortion may include, but not be limited to, companies involved in the manufacture of abortifacients and publicly held health-care companies that perform abortions.
- ◆ that manufacture **contraceptives** or derive greater than 10% of their reported annual revenue from the sale of contraceptives, even if they do not manufacture them.
- ◆ that engage in **scientific research on human foetuses** or embryos that (1) results in the end of pre-natal human life; (2) makes use of tissue derived from abortions or other life-ending activities; or (3) violates the dignity of a developing person. Specific activities covered by the policy will include:
  - Embryonic stem cell research
  - Foetal tissue research or stem cell research derived from embryos
  - Human cloning
- ◆ that derive any turnover from the production of **tobacco** or tobacco products.

The beneficiaries of the charity are those who are experiencing poverty in the world today. Therefore, the charity will not invest in those companies that contribute to poverty such as those:

- ◆ that operate/own casinos or **gambling** arcades, or derive more than 10% of their reported annual revenue from gambling activities.
- ◆ whose policies are found to be **discriminatory against women**.
- ◆ who operate in Category A countries (as defined by Ethical Investment Research Services/Freedom House) but have provided no evidence of policies to manage **human rights** issues.
- ◆ that generate more than 10% of their reported revenue from **military weapons production or sales**.

## Financial review (continued)

### *Investment policy – listed investments (continued)*

- ◆ that are directly involved in the manufacture, sale, or use of anti-personnel **landmines**, or the development of weapons inconsistent with Catholic teaching on war (e.g. biological and chemical weapons, arms designed or regarded as first-strike nuclear weapons, indiscriminate weapons of mass destruction, etc.).
- ◆ that derive any of their reported revenue from products or services intended exclusively to appeal to a prurient interest in sex or to incite sexual excitement (**pornography**).
- ◆ whose policies are found to be **racially discriminatory** against people of varied ethnic and racial backgrounds.
- ◆ whose policies are found to be **exploitative of their labour**, especially with respect to human trafficking, poor treatment of labour, poor working conditions, and remuneration below the minimum wage.

On a more positive note, the Trustees try to invest in environmentally friendly and positive philanthropic activities.

The investment strategy is set by the Trustees and takes into account income requirements, the risk profile and the investment managers' views of the market prospects in the medium term. The overall investment policy is to at least maintain the absolute value of the capital at all times with a secondary objective of generating income.

The Trustees, or representatives of the Trustees, meet with the investment managers several times during the year to review the performance of the portfolio and the investment strategy.

During the year the charity's listed investments achieved an income yield of 3.03% (2017 - 3.41%). The investments decreased in value and the capital yield for the year was 2.09% (2017 increased - 5.14%). At the end of the year the charity's portfolio of listed investments comprised 100% (2017 - 100%) UK fixed interest unit trusts. Throughout the year the Trustees have continued to liaise closely with the charity's investment advisers and seek their advice. The Trustees consider that the performance demanded by their investment policy will be achieved in the medium to long term.

### *Fundraising policy*

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. It takes care with both the tone of its communications and the accuracy of its data to minimise the pressures on supporters. It applies best practice to protect supporters' data and never sells data, it never swaps data and ensures that communication preferences can be changed at any time. The charity does not employ the services of professional fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities and to learn from them and improve its service. During the year, the charity received no complaints about its fundraising activities.

## Governance, structure and management

### Governance

The Trustees of DCSVP Services work to ensure that, in keeping with the Articles of each organisation, there are two Daughters of Charity with relevant experience on the Board of Trustees of each subsidiary. These are currently all in place. A quarterly reporting system has been established, each subsidiary providing a report and any relevant supporting documentation for the quarterly DCSVP Services Trustees' meetings.

The names of the Trustees who have served since the 1 April 2017 are as follows:

Trustees	Appointed/Resigned
Sister Ellen T Flynn	
Sister Mary T Bain	
Sister Margaret Bannerton	Resigned 17 September 2018
Mr John Drury	
Sister Kathleen Fox	
Sister Kay Harte	Resigned 15 December 2017
Sister Kathleen Kennedy	
Sister Mary T O'Connor	
Mrs Leona Roche	
Father Paul Roche	
Sister Theresa Tighe	

Brief biographical details on each of the Trustees who were in office at 31 March 2018 are given below:

#### *Sister Ellen T Flynn*

Sister Ellen is a member of The Daughters of Charity of St Vincent de Paul and formerly worked as the CEO of The Passage for nine years, helping homeless people in Central London. During that time she developed skills in charity management, governance, fundraising and project development as well as networking across London in all sectors of business and society. Prior to this, Sister Ellen has a background in education, initially working with disadvantaged young people in inner city schools, and later in adult formation including group facilitation, liturgy, music and management with the Christian Church.

#### *Sister Mary T Bain (Sister Moira)*

Sister Moira entered The Daughters of Charity of St Vincent de Paul in 1968. Her early ministry was child care and she worked in various residential school settings and children's homes. A short period of three years was spent in Romania overseeing five children's homes for children who were HIV positive. Sister also has experience in Parish ministry and is trained in Pastoral Leadership. She was instrumental in setting up and managing an organisation offering pastoral care to families of prisoners.

#### *Mr John Drury*

Qualifying as a solicitor in 1980, John moved from private practice in 1990 to work as an in-house lawyer for a multi-national organisation, COFRA Holding AG, where he is still engaged. In 2001 he became UK Head of Legal and has broad corporate experience including the financial regulatory sector and private equity fund formation. Latterly, in 2013 John assumed a wider portfolio role across the COFRA group.



## **Governance, structure and management** (continued)

### **Governance** (continued)

#### *Mr John Drury (continued)*

John has been a member of the COFRA Foundation committee since 2009 and has taken particular interest in several charitable projects funded by the Foundation. He has also worked with a UK charity assisting in change management including strategic focusing, business plan development and enhancing trustee engagement.

#### *Sister Kathleen Fox*

Sister Kathleen Fox has been a member of the Daughters of Charity of St Vincent de Paul for over 40 years. She trained as a nurse for people with learning disabilities, and then as a general nurse. She worked for many years in St Joseph's, Rosewell and with the introduction of the Community Care Act in 1992, was part of the team in the re-provisioning of the Service. She did further training and holds a degree in Advanced Nursing and Healthcare Chaplaincy. Sister Kathleen also worked for a number of years in a hospice and has trained in palliative care.

#### *Sister Kathleen Kennedy*

Sister Kathleen Kennedy entered the Daughters of Charity of St Vincent de Paul in 1966. She worked in residential child care for fourteen years after which she ran a pre-school group in a primary school setting. She qualified as a teacher with Bachelor of Arts with Qualified Teacher Status (BAQTS) and taught in an inner city primary school for sixteen years. She worked as part of a city wide Evangelisation Team in Hull before being appointed to the Provincial Council.

#### *Sister Mary T O'Connor (Sister Mai O'Connor)*

Sister Mai O'Connor entered the Congregation in 1964 and after training in childcare she worked with children for six years. She then went into nursing where she qualified as a SEN and RGN. After qualifying as a nurse she worked with the elderly for 14 years as manager of a residential care home before being transferred to a country in the developing world where she used her skills for the next eight years. Sister Mai was then appointed as Director of Services at St Joseph's, Rosewell, a service for people with learning disability. When appointed to the Provincial Council in November 2008 she had to resign from this post.

#### *Mrs Leona Roche*

Leona is a solicitor who qualified in 2002, and who has worked at Bates Wells Braithwaite (BWB) since 2007 advising charities and social enterprises on a range of commercial, company and charity law issues. She enjoys governance and constitutional work, as well as transactional work such as incorporations and mergers. She is joint head of BWB's Faith Based Organisations Group and regularly advises faith-based charities, in particular Christian charities.

Leona is a married mother of two young daughters. She is passionate about her Catholic faith and passing it onto her children and sharing it with others. She is involved with lay ministry in her local parish and enjoys opportunities to speak at adult prayer groups and events on faith matters.

## **Governance, structure and management** (continued)

### **Governance** (continued)

#### *Father Paul Roche*

Father Paul is a Vincentian Priest with long years of experience as a missionary in Africa and Eastern Europe.

He is a well practised founder of charitable activities and accomplished in all aspects of project management. He currently leads on international community taking care of minority groups in Central London. His work has taken him into areas of conflict demanding clear vision and commitment to values.

#### *Sister Theresa Tighe*

Sister Theresa has been a member of the Daughters of Charity of St Vincent de Paul for many years. Her training is in youth and community work and she provides a short counselling course as a way of supporting young people. Most of her experience has involved working with young people with disabilities and their families. She has also engaged with children and families through parish ministry.

### **Statement of Trustees' Responsibilities**

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 group and of the income and expenditure of the group for that period. The Trustees (who are also directors of the Charity of St Vincent de Paul Services for the purpose of company law) are responsible for preparing the Trustees' report and financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ observe the methods and principles of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- ◆ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

**Governance, structure and management** (continued)

***Statement of Trustees' Responsibilities*** (continued)

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Each of the Trustees confirms that:

- ◆ so far as the Trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- ◆ the Trustee has taken all the steps that she or he ought to have taken as a Trustee in order to make herself or himself aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies Act 2006.

***Group structure***

At 31 March 2018 DCSVP Services had five subsidiaries:

1. St Vincent's Family Project, (Company Registration Number 07638620 (England and Wales) and Charity Registration Number 1142095).
2. Out There Supporting Families of Prisoners (Company Registration Number 6239170 (England and Wales) and Charity Registration Number 1120342).
3. Vincentian Care Plus, (Company Registration Number 5321333 (England and Wales) and Charity Registration Number 1112473).
4. St Joseph's Services, (Company Registration Number SC500182 (Scotland) and Charity Registration Number SC045482).
5. The Louise Project (Company Registration Number SC555365 (Scotland) and Charity Registration Number SC047316)

The assets, liabilities and activities of these charitable companies have been consolidated into these financial statements.

***Key management personnel***

The Trustees consider that they together with the Director of Mission and the Finance and Business Director comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

## **Governance, structure and management (continued)**

### ***Key management personnel (continued)***

During the year the Chair of Trustees has been personally directing the Charity and as a Trustee no salary has been drawn. The Director of Mission receives a salary based on market rates for commensurate roles. The Finance and Business Director's time is donated by the Daughters of Charity of St Vincent de Paul Charitable Trust.

### ***Key management personnel of subsidiaries***

*St Joseph's Services* - The Trustees consider that the Trustees, the CEO, the Quality Workforce Development Leader and the Practice Development Leaders are the key management team being those with the authority and responsibility to direct and control the charity.

*Vincentian Care Plus* – The key management personnel are the Trustees, Chief Executive and Registered Manager. The Chief Executive is responsible for the Service and is accountable to the Trustees of the charity. The Chief Executive is supported by the Registered Manager who is responsible for the day-to-day management of the Service, the service users and its staff.

*St Vincent's Family Project* – The Trustees consider that they together with the Chief Executive comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

*Out There Supporting Families of Prisoners* – The Trustees consider that they together with the Director comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

*The Louise Project* - The Trustees consider that the Trustees and the Project Leader are the Key Management team being those with the authority and responsibility to direct and control the charity.

The remuneration policy for employees of all subsidiaries is to match the skills, experience and qualifications of each position consistent with a framework allowing market levels in the locality of the employment base. Pay is reviewed annually by the Trustees of each subsidiary.

### ***Employees***

DCSVP Services and its subsidiaries have always been and remain committed to opposing discrimination in its many forms. To further this commitment, the management teams throughout DCSVP Services and its subsidiaries ensure that recruitment and selection policies avoid direct or indirect discrimination and comply with all relevant legislation. The aim is to ensure that all employees are aware of and understand the charities' equal opportunities policies and are familiar with the legal framework.

## **Governance, structure and management** (continued)

### ***Risk management***

In line with the requirement for Trustees to undertake a risk assessment exercise and report on the same in their annual report, the Trustees have looked at the risks the charity currently faces in Britain and have reviewed the measures already in place, or needing to be put in place, to deal with them. The Trustees have identified five main areas where risks may occur:

- ◆ Governance and management
- ◆ Operational
- ◆ Financial
- ◆ Reputation
- ◆ Laws, regulations, external and environment

**Governance and management** looks at the risks in relation to the skills and training of its Trustees and staff and the good use of its resources.

**Operational** looks at the risks inherent in the charity's activities – staff and volunteers engaging in inappropriate activities, shortcomings in the service provided, difficulties with staff, poor health and safety, lack of a disaster recovery policy, etc.

**Financial** risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, global downturn in markets, etc.

**Reputation** looks at possible damage to the charity's reputation.

**Laws, regulations, external and environment** look at the effect of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment.

The Trustees regularly review the measures already in place, or needing to be put in place, to establish policies, systems and procedures to mitigate those risks identified in the annual review and ensure that action is taken to implement changes to those policies, systems and procedures should they be needed to minimise or manage any potential impact on the charity should those risks materialise.

This work has identified a number of key risks for the charity which are described below together with the principal ways in which they are mitigated:

## **Governance, structure and management (continued)**

### ***Risk management (continued)***

#### *Risk 1. Funding challenges of the Group*

DCSVP Services is in its sixth year of operation and although it was very grateful for two large grants in its first couple of years, it now needs to look for funding for the future. Also most of the subsidiaries are small and reliant on grants and donations to support their activities. Funding through grants and donations continues to be a concern, with fewer grants being available to the group. The Trustees made a decision in the year to employ a self-employed fundraiser with a view of actively seeking new fundraising streams for the charity and its subsidiaries, thus allowing the vital work of the group to continue into the future.

#### *Risk 2. Reputational exposure*

The Trustees of DCSVP Services are very aware of the reputation harm that can be caused if adverse publicity occurs in respect of either itself, one of the subsidiaries or associated organisations. The Trustees have developed an open and honest communication culture both internally and externally to ensure information flows freely round the group via well articulated and common escalation lines. Additionally, DCSVP Services and each subsidiary has in place management risk assessments which are aimed at identifying risks that may cause a reputational impact and has developed mitigation measures to minimise the likelihood of such risks arising. These risk assessments are frequently monitored to ensure the charity's operations undergo regular stringent examination. Looking to the future the Trustees are considering engaging a PR firm to advise on all aspects of reputational risk management including brand promotion and enhancing a positive identity for the group.

#### *Risk 3. Reporting by the subsidiaries*

One of the key concerns for the Trustees of DCSVP Services is the quality and up to date information of the reports they receive from the subsidiaries. Last year a standard template was developed to ensure accountability from the subsidiaries to report on specific areas which cause most concern. The Trustees review and discuss subsidiary reporting at each of its quarterly board meetings and, through its Appointed Operations Manager, give feedback to the CEO of the subsidiary. These measures allow not only the Trustees of DCSVP Services to receive financial and operational reporting of a higher standard in a common format, but also ensures the Trustees of the subsidiaries are better placed to identify their charity's operations strengths and weaknesses and to act in a timely and well informed manner.

## **Governance, structure and management** (continued)

### ***Risk management*** (continued)

The trustees of each of the charitable subsidiaries also undertake an annual review of the principal risks and uncertainties that their charity faces. They categorise the risks between those affecting the governance and management of their charity, operational risks, financial risks, reputational risks and those risks which occur because of circumstances outside of the charity's control such as changes in government policy, laws and regulations. They too regularly review the measures already in place, or needing to be put in place, to establish policies, systems and procedures to mitigate those risks identified and ensure that action is taken to implement changes to those policies, systems and procedures should they be needed to minimise or manage any potential impact on the charity should those risks materialise.

Having assessed the major risks to which their charity is exposed, the trustees of each of the subsidiaries believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by their charity, they have established effective systems to mitigate those risks.

There are two key risks that impact on each of the charitable subsidiaries:

- ◆ The principal financial risk for the majority of the charities remains the impact of the general economic conditions and continued austerity cuts on the charities' funders. Whilst the current level of funding for 2018/19 suggests that each charity will reach its income targets, the trustees remain mindful of the need for good budgetary control and the need for vigilance also.
- ◆ Operationally each charity works with children and/or vulnerable adults. The trustees of each charity recognise the absolute necessity of ensuring the protection and safety of all those that their charity serves. This means that all those who work or volunteer for each of the charities and work with children and/or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS).

### ***Public benefit***

The Trustees have referred to the guidance contained in the Charity Commission's guidance on public benefit and demonstrate in detail throughout this report the ways in which the charity and group has been faithful to this.

Approved by the Trustees and signed on their behalf by:

Ellen T Flynn  
Trustee

Approved by the Trustees on: 10 December 2018

**Independent auditor's report to the members and Trustees of The Daughters of Charity of St Vincent de Paul Services**

**Opinion**

We have audited the financial statements of The Daughters of Charity of St Vincent de Paul Services (the 'charitable parent company') and its subsidiaries (the 'group') for the year ended 31 March 2018 which comprise the consolidated statement of financial activities, the group and charitable parent company balance sheets, the consolidated statement of cash flows, the principal accounting policies and notes to the financial statements. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (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 charitable parent company's affairs as at 31 March 2018 and of the group's 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group 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.

**Material uncertainty relating to going concern of a subsidiary charity**

In relation to Vincentian Care Plus, the Trustees have used the going concern basis of accounting in the preparation of the financial statements, accepting that the financial position of the Vincentian Care plus needs improving and falls well below that demanded by its reserves policy.

We draw your attention to the uncertainty in the level of fees receivable by Vincentian Care Plus going forward, and have considered the adequacy of the disclosures made by the Trustees.



**Material uncertainty relating to going concern of a subsidiary charity** (continued)

Details of the circumstances relating to the Trustees' assessment of the going concern position of Vincentian Care Plus are disclosed on page 19 of the Trustees' report, and as part of the principal accounting policies set out on page 37. We bring these disclosures to the attention of the members and Trustees of the charitable parent company. Our opinion is not modified in this respect.

**Conclusion relating to going concern**

We have nothing to report in respect of the charitable parent company and the other subsidiaries 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 group's or the charitable parent 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 and Consolidated Financial Statements, other than the financial statements and our auditor's report 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 Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- ◆ the Trustees' report has been prepared in accordance with applicable legal requirements.

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

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- ◆ adequate accounting records have not been kept by the charitable parent company, or returns adequate for our audit have not been received from branches not visited by us; or
- ◆ the charitable parent company financial statements are not in agreement with the accounting records and returns; or
- ◆ certain disclosures of Trustees' remuneration specified by law are not made; or
- ◆ we have not received all the information and explanations we require for our audit; or
- ◆ the Trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a strategic report.

**Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees 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 group's and the charitable parent 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 group or the charitable parent company or to cease operations, or have no realistic alternative but to do so.

**Auditor's 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 an auditor's report 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 auditor's report.

**Use of our report**

This report is made solely to the charitable parent company's members, as a body, and to its Trustees, 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 parent company's members and Trustees those matters we are required to state to them in an auditor's 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 parent company, the charitable parent company's members as a body, and the charitable parent company's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Amanda Francis, Senior Statutory Auditor  
for and on behalf of Buzzacott LLP, Statutory Auditor  
130 Wood Street  
London  
EC2V 6DL

18 December 2018

**Consolidated statement of financial activities** Year to 31 March 2018  
(including income and expenditure account)

	Notes	Un- restricted funds £	Restricted investment fund £	Other restricted funds £	Year to 31 March 2018 £	Year to 31 March 2017 £
<b>Income:</b>						
Donations and grants	2	395,550	—	357,410	<b>752,960</b>	458,826
Investment income and interest receivable		71,974	—	—	<b>71,974</b>	78,507
Charitable activities						
. Crèche and Contact Centre fees		3,610	—	20,010	<b>23,620</b>	14,913
. Fees receivable for home care visiting services		1,729,252	—	—	<b>1,729,252</b>	1,583,738
. Fees received for supporting people with learning disabilities		4,597,869	—	—	<b>4,597,869</b>	4,548,876
Other		7,377	—	6,820	<b>14,197</b>	2,767
<b>Total income</b>		<b>6,805,632</b>	<b>—</b>	<b>384,240</b>	<b>7,189,872</b>	<b>6,687,627</b>
<b>Expenditure:</b>						
Expenditure on charitable activities						
. Charitable services and the safeguarding and deepening of the Vincentian character of those services	3	6,796,818	—	373,777	<b>7,170,595</b>	6,849,064
<b>Total expenditure</b>		<b>6,796,818</b>	<b>—</b>	<b>373,777</b>	<b>7,170,595</b>	<b>6,849,064</b>
<b>Net income (expenditure) for the year before investment (losses) gains</b>		<b>8,814</b>	<b>—</b>	<b>10,463</b>	<b>19,277</b>	<b>(161,437)</b>
Unrealised (losses) gains on listed investments		—	(44,900)	—	<b>(44,900)</b>	105,176
<b>Net income (expenditure) for the year before transfers</b>	5	<b>8,814</b>	<b>(44,900)</b>	<b>10,463</b>	<b>(25,623)</b>	<b>(56,261)</b>
<b>Transfers between funds</b>	14	<b>39,492</b>	<b>—</b>	<b>(39,492)</b>	<b>—</b>	<b>—</b>
<b>Net income (expenditure) and net movement in funds for the year</b>		<b>48,306</b>	<b>(44,900)</b>	<b>(29,029)</b>	<b>(25,623)</b>	<b>(56,261)</b>
<b>Reconciliation of funds:</b>						
Balance brought forward at 1 April 2017		2,327,710	2,151,484	170,129	<b>4,649,323</b>	4,705,584
Balance carried forward at 31 March 2018		<b>2,376,016</b>	<b>2,106,584</b>	<b>141,100</b>	<b>4,623,700</b>	4,649,323

All of the group's activities were derived from continuing operations during the above financial years.

Aside from income from donations and grants, all income received in the year to 31 March 2017 related to unrestricted funds.

The comparative information for donations and grants and for expenditure is broken down by fund in notes 2, 3 and 4.

Balance sheets 31 March 2018

	Notes	Group		Charity	
		2018 £	2017 £	2018 £	2017 £
<b>Fixed assets:</b>					
Tangible assets	8	18,356	20,784	1,237	671
Investments	9	2,106,584	2,151,484	2,106,584	2,151,484
<b>Total fixed assets</b>		<b>2,124,940</b>	2,172,268	<b>2,107,821</b>	2,152,155
<b>Current assets:</b>					
Debtors	10	921,605	1,218,492	1,192	1,695
Cash at bank and in hand		2,410,067	2,006,791	329,395	423,808
<b>Total current assets</b>		<b>3,331,672</b>	3,225,283	<b>330,587</b>	425,503
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	11	(642,912)	(558,228)	(31,600)	(38,342)
<b>Net current assets</b>		<b>2,688,760</b>	2,667,055	<b>298,987</b>	387,161
<b>Total assets less current liabilities</b>		<b>4,813,700</b>	4,839,323	<b>2,406,808</b>	2,539,316
Creditors: amounts falling due after one year	12	(190,000)	(190,000)	—	—
<b>Total net assets</b>		<b>4,623,700</b>	4,649,323	<b>2,406,808</b>	2,539,316
<b>The funds of the charity:</b>					
Restricted investment fund	13	2,106,584	2,151,484	2,106,584	2,151,484
Other restricted funds	14	141,100	170,129	59,232	122,303
Unrestricted funds					
· Designated funds	15	2,135,024	2,062,181	—	—
· General fund		240,992	265,529	240,992	265,529
		<b>4,623,700</b>	4,649,323	<b>2,406,808</b>	2,539,316

Approved by the Trustees and signed on their behalf by:

Ellen T Flynn  
Trustee

Approved by the Trustees on: 10 December 2018

The Daughters of Charity of St Vincent de Paul Services – Company Registration Number 07638065 (England and Wales)

## Consolidated statement of cash flows Year to 31 March 2018

	Notes	2018 £	2017 £
<b>Cash flows from operating activities:</b>			
Net cash provided by (used in) operating activities	A	<b>339,834</b>	(123,154)
<b>Cash flows from investing activities:</b>			
Investment income and interest received		<b>71,974</b>	78,507
Purchase of tangible fixed assets		<b>(8,532)</b>	(8,169)
<b>Net cash provided by investing activities</b>		<b>63,442</b>	70,338
<b>Change in cash and cash equivalents in the year</b>		<b>403,276</b>	(52,816)
<b>Cash and cash equivalents at 1 April 2017</b>	B	<b>2,006,791</b>	2,059,607
<b>Cash and cash equivalents at 31 March 2018</b>	B	<b>2,410,067</b>	2,006,791

### Notes to the consolidated statement of cash flows for the year to 31 March 2018.

#### A Reconciliation of net movement in funds to net cash provided by (used in) operating activities

	2018 £	2017 £
<b>Net movement in funds (as per the statement of financial activities)</b>	<b>(25,623)</b>	(56,261)
<b>Adjustments for:</b>		
Depreciation charge	<b>10,960</b>	9,119
Losses (gains) on investments	<b>44,900</b>	(105,176)
Investment income and interest receivable	<b>(71,974)</b>	(78,507)
Decrease (increase) in debtors	<b>296,887</b>	(236,293)
Increase in creditors	<b>84,684</b>	343,964
<b>Net cash provided by (used in) operating activities</b>	<b>339,834</b>	(123,154)

#### B Analysis of cash and cash equivalents

	2018 £	2017 £
<b>Total cash and cash equivalents: Cash at bank and in hand</b>	<b>2,410,067</b>	2,006,791

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are laid out below.

**Basis of preparation**

These financial statements have been prepared for the year to 31 March 2018 with comparative information provided in respect to the year to 31 March 2017.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these financial statements.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are presented in sterling and are rounded to the nearest pound.

**Critical accounting estimates and areas of judgement**

Preparation of the financial statements requires the Trustees and management to make significant judgements and estimates.

The items in the financial statements where these judgements and estimates have been made include:

- ◆ estimating the useful economic life of tangible fixed assets for the purpose of determining the depreciation charge;
- ◆ assessing the probability of the receipt of legacies; and
- ◆ assessing the recoverability of fees receivable and the need for any related bad debt provision.

**Assessment of going concern**

The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The Trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements.

The Trustees are of the opinion that the charity and its subsidiaries will have sufficient resources to meet their liabilities as they fall due. The most significant areas of judgement that affect items in the financial statements are detailed above.

**Assessment of going concern** (continued)

With regard to the next accounting period, the year ending 31 March 2019, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets (see the investment policy and the risk management sections of the Trustees' report for more information).

The next couple of years will be challenging for Vincentian Care Plus Limited from a financial perspective with a need for careful budgeting and the monitoring of cash flows. This subsidiary charity's financial position will also be reliant on it meeting its targets as set out within its contractual agreement and on the funding climate generally.

In particular, the finances of Vincentian Care Plus are impacted directly by the number of Service users referred or transferred to it by Westminster Borough Council and on the contract price it is paid. The Trustees of the Daughters of Charity of St Vincent de Paul Charitable Trust (Charity Registration Number 236803) have confirmed that they will continue to provide financial and other support to Vincentian Care Plus in the short to medium term, to enable it to remain a going concern and to give it time to adapt to the new contractual arrangements described in the Trustees' report.

The principal financial risk for the other charitable subsidiaries remains the impact of the general economic conditions and continued austerity cuts on each charity's funders. Whilst the current level of funding for 2018/19 suggests that each charity will reach its income targets, the Trustees remain mindful of the need for good budgetary control and the need for vigilance also.

**Basis of consolidation**

At 31 March 2018, DCSVP Services had five wholly owned subsidiaries:

- ◆ St Vincent's Family Project (Company Registration Number 07638620 (England and Wales)) (Charity Registration Number 1142095),
- ◆ Out There Supporting Families of Prisoners Limited (Company Registration Number 6239170 (England and Wales)) (Charity Registration Number 1120342),
- ◆ Vincentian Care Plus Limited (Company Registration Number 05321333 (England and Wales)) (Charity Registration Number 1112473)
- ◆ St Joseph's Services Limited (Company Registration Number SC500182 (Scotland)) (Charity Registration Number SC045482 (Scotland))
- ◆ The Louise Project ((Company Registration Number SC555365 (Scotland) Charity Registration Number SC047316 (Scotland))

The subsidiaries' results have been consolidated into the financial statements on a line by line basis.



**Basis of consolidation** (continued)

In accordance with the exemption under S408 of the Companies Act 2006, a Statement of Financial Activities for the charity alone has not been prepared. The charity had total income for the year of £132,017 (2017 - £116,474) and total expenditure of £219,625 (2017 - £135,856), resulting in net expenditure of £87,608 (2017 - £19,382). Net investment losses of £44,900 (gains 2017 - £105,176) resulted in a net decrease in funds of £132,508 (2017 – net increase of £85,794).

**Income recognition**

Income is recognised in the period in which the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Income comprises donations and grants, investment income, interest receivable, Crèche and Contact Centre fees, fees receivable for home care visiting services, fees receivable for supporting people with learning difficulties and other income.

Donations are recognised when the charity has confirmation of both the amount and settlement date. In the event of donations pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Donated services and facilities provided to the charity are recognised in the period when it is probable that the economic benefits will flow to the charity, provided they can be measured reliably. This is normally when the service is provided/the facilities are used by the charity. An equivalent amount is included as expenditure.

Donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain facilities or services of equivalent economic benefit on the open market.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Grants from government and other agencies have been included as income from charitable activities where these amount to a contract for services, but as donations where the money is given in response to an appeal or with greater freedom of use, for example monies for core funding.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

**Income recognition** (continued)

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having been transferred to the charity.

Investment income is recognised once the dividend or similar income has been declared and notification has been received of the dividend due.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Fees receivable for home care visiting services and fees receivable for supporting people with learning difficulties are accounted for on an accruals basis. Income is recognised at fair value when the charity becomes entitled to the funds under its contractual agreements.

Crèche and contact centre income is recognised to the extent that it is probable that the economic benefits will flow to the charity and the revenue can be reliably measured. It is measured at fair value of the consideration received or receivable, excluding any discounts and value added tax.

Other income is measured at fair value and accounted for on an accruals basis.

**Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is stated inclusive of irrecoverable VAT.

All expenditure is accounted for on an accruals basis. The costs of charitable activities comprise expenditure on the primary charitable purposes of each charity in the group as described in the Trustees' report. Such costs include:

- ◆ the provision of a safe and stimulating environment where parents and children can take part in activities together and as individuals;

**Expenditure recognition** (continued)

- ◆ the provision of a home care visiting service;
- ◆ the provision of support to adults with a learning disability enabling them to live independently in their own homes and be integrated into the community;
- ◆ the provision of a supportive, compassionate and caring service to prisoners' families;
- ◆ the provision of support to enable families to live flourishing lives; and
- ◆ safeguarding and deepening the Vincentian character and values of the projects and services that are run or have been founded by the Daughters of Charity of St Vincent de Paul through the VIVAT programme and assisting them in planning for long term sustainability, assisting them in infrastructural needs and best practice in governance through organisational development services.

**Allocation of support and governance costs**

The provision of charitable activities in each of the subsidiaries and the charity requires expenditure on support and administrative services. In addition, in order to carry out the primary purposes of each charity within the group it is necessary to incur expenditure on support in the form of accounting, office services and a suitable working environment.

Governance costs comprise the costs involving the public accountability of the charity and subsidiaries (including audit costs) and costs in respect to compliance with regulation and good practice.

The governance and support costs relating to the charity and each subsidiary are included within the relevant expenditure category described above.

All costs are directly attributable to specific activities.

**Tangible fixed assets**

All assets costing more than £500 and with an expected useful life exceeding one year are capitalised.

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

- |                           |             |
|---------------------------|-------------|
| ◆ Furniture and equipment | 25% on cost |
| ◆ Computer equipment      | 25% on cost |
| ◆ Motor Vehicles          | 25% on cost |
| ◆ Building improvements   | 20% on cost |

### **Fixed asset investments**

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

As noted above, one of the main forms of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

### **Debtors**

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

### **Cash at bank and in hand**

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits.

### **Creditors and provisions**

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

### **Fund structure**

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity and which may be applied at the discretion of the Trustees.

**Fund structure** (continued)

The designated funds are monies set aside and earmarked for specific purposes by the Trustees. Each designated fund represents the net assets which represent unrestricted funds held by one of the charitable subsidiaries. Details can be found in note 15 to these financial statements.

The restricted investment fund comprises monies donated to the charitable company and held with a principal objective of investing the funds and of at least maintaining the absolute value of the capital at all times and with a secondary objective of generating income. The income therefrom is credited directly to unrestricted funds. The capital of the fund may be applied towards meeting expenditure should the financial position of the charitable company require this and provided there is consultation with the Trustees of the Daughters of Charity of St Vincent de Paul Charitable Trust, the charity which gave the original donation.

Other restricted funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donor imposed conditions. Details can be found in note 14 to these financial statements.

**Pension contributions**

Contributions in respect of the charity's defined contribution pension scheme and auto enrolment schemes are charged to the statement of financial activities when they are payable to the scheme. The charity's contributions are restricted to the contributions disclosed in note 6. There were no outstanding contributions at the year end. The charity has no liability beyond making its contributions and paying across the deductions for the employees' contributions.

## 1 Activities of the subsidiary charities

A summary of the financial statements of the subsidiary charities for the year ended 31 March 2018 is as follows:

	Vincentian Care Plus £	Out There Supporting Families of Prisoners £	St Vincent's Family Project £	St Joseph's Services £	The Louise Project £
Income	1,801,137	145,635	281,267	4,626,470	203,346
Expenditure	(1,854,584)	(96,621)	(294,244)	(4,545,505)	(160,016)
<b>Net (expenditure) income</b>	<b>(53,447)</b>	<b>49,014</b>	<b>(12,977)</b>	<b>80,965</b>	<b>43,330</b>
Tangible fixed assets	3,801	—	—	13,318	—
Current assets	207,900	149,283	102,633	2,409,158	132,111
Creditors: amounts falling due within one year	(69,011)	(1,320)	(31,612)	(420,588)	(88,781)
Creditors: amounts falling due after one year	(190,000)	—	—	—	—
<b>Total net (liabilities) assets</b>	<b>(47,310)</b>	<b>147,963</b>	<b>71,021</b>	<b>2,001,888</b>	<b>43,330</b>
<b>Represented by:</b>					
Restricted funds	—	5,541	66,586	6,820	2,921
Unrestricted funds					
. Designated funds	—	30,000	—	265,508	—
. General funds	(47,310)	112,422	4,435	1,729,560	40,409
	<b>(47,310)</b>	<b>147,963</b>	<b>71,021</b>	<b>2,001,888</b>	<b>43,330</b>

A summary of the financial statements of the subsidiary companies for the year ended 31 March 2017 is as follows:

	Vincentian Care Plus £	Out There Supporting Families of Prisoners £	St Vincent's Family Project £	St Joseph's Services £
Income	1,598,620	99,750	253,872	4,618,911
Expenditure	(1,824,267)	(111,039)	(238,789)	(4,539,113)
<b>Net (expenditure) income</b>	<b>(225,647)</b>	<b>(11,289)</b>	<b>15,083</b>	<b>79,798</b>
Tangible fixed assets	1,296	—	900	17,917
Current assets	297,720	102,859	115,930	2,283,271
Creditors: amounts falling due within one year	(292,879)	(3,910)	(32,832)	(380,265)
<b>Total net assets</b>	<b>6,137</b>	<b>98,949</b>	<b>83,998</b>	<b>1,920,923</b>
<b>Represented by:</b>				
Restricted funds	—	27,097	20,729	—
Unrestricted funds				
. Designated funds	—	30,000	—	204,000
. General funds	6,137	41,852	63,269	1,716,923
	<b>6,137</b>	<b>98,949</b>	<b>83,998</b>	<b>1,920,923</b>

## 2 Donations and grants

Group	Unrestricted funds £	Restricted investment fund £	Other restricted funds £	Year to 31 March 2018 £	Year to 31 March 2017 £
Government grants	—	—	5,000	5,000	10,000
Other grants	9,400	—	197,496	206,896	238,134
Legacies	35,202	—	—	35,202	52,000
Donation on incorporation	41,920	—	86,845	128,765	—
Donations and gifts in kind	309,028	—	68,069	377,097	158,692
<b>2018 Total funds</b>	<b>395,550</b>	<b>—</b>	<b>357,410</b>	<b>752,960</b>	<b>458,826</b>
2017 Total funds	212,100	—	246,726	458,826	

With effect from 1 April 2017 The Louise Project, Charity Registration Number SC047316 (Scotland), Company Limited by Guarantee Registration Number SC555365 (Scotland), became a subsidiary of DCSVP Services.

The Louise Project was incorporated as a charitable company on 23 January 2017 and on 1 April 2017 began operating, having received a donation of £128,765 from the Daughters of Charity of St Vincent de Paul Charitable Trust on that date (see note 18). The donation was split between monies that had been raised for specific purposes whilst The Louise Project was part of the Daughters of Charity of St Vincent de Paul Charitable Trust (and hence were restricted) and monies which could be used for the general purposes of The Louise Project (and hence were unrestricted).

As a result, funds of £128,765 representing cash at bank were introduced into the group as at 1 April 2017.

## 3 Charitable services and the safeguarding and deepening of the Vincentian character of those services

Group	Unrestricted funds £	Restricted investment fund £	Other restricted funds £	Year to 31 March 2018 £	Year to 31 March 2017 £
Provision of services to vulnerable families and children	167,787	—	126,457	294,244	238,789
Provision of home care visiting services	1,805,388	—	49,196	1,854,584	1,824,267
Provision of support for people with learning disabilities	4,545,505	—	—	4,545,505	4,539,113
Provision of support for families of prisoners	60,165	—	36,456	96,621	111,039
Enabling families to live flourishing lives	61,419	—	98,597	160,016	—
Provision of VIVAT services	—	—	28,297	28,297	28,279
Provision of organisational development services	156,554	—	34,774	191,328	107,577
<b>2018 Total funds</b>	<b>6,796,818</b>	<b>—</b>	<b>373,777</b>	<b>7,170,595</b>	<b>6,849,064</b>
2017 Total funds	6,489,469	—	359,595	6,849,064	

**3 Charitable services and the safeguarding and deepening of the Vincentian character of those services (continued)**

Group	Staff costs £	Premises £	Welfare, support and office costs £	Governance costs £	VIVAT programme costs £	Year to 31 March 2018 £	Year to 31 March 2017 £
Vulnerable families and children	210,196	37,920	41,708	4,420	—	<b>294,244</b>	238,789
Home care visiting services	1,639,415	49,805	156,906	8,458	—	<b>1,854,584</b>	1,824,267
Support for people with learning disabilities	4,134,424	67,151	335,350	8,580	—	<b>4,545,505</b>	4,539,113
Support for families of prisoners	73,460	7,569	14,272	1,320	—	<b>96,621</b>	111,039
Enabling families to live flourishing lives	90,945	12,607	52,864	3,600	—	<b>160,016</b>	—
VIVAT Services	21,000	—	—	—	7,297	<b>28,297</b>	28,279
Organisational development services	48,663	10,000	119,715	12,950	—	<b>191,328</b>	107,577
<b>2018 Total funds</b>	<b>6,218,103</b>	<b>185,052</b>	<b>720,815</b>	<b>39,328</b>	<b>7,297</b>	<b>7,170,595</b>	<b>6,849,064</b>
2017 Total funds	6,031,708	184,063	585,220	42,129	5,944	6,849,064	

**4 Governance costs**

Group	Unrestricted funds £	Restricted investment fund £	Other restricted funds £	Year to 31 March 2018 £	Year to 31 March 2017 £
Statutory audit services	39,218	—	—	<b>39,218</b>	42,080
Bank charges	110	—	—	<b>110</b>	49
<b>2018 Total funds</b>	<b>39,328</b>	—	—	<b>39,328</b>	<b>42,129</b>
2017 Total funds	42,129	—	—	42,129	

**5 Net income (expenditure) for the year before transfers**

This is stated after charging:

Group	Year to 31 March 2018 £	Year to 31 March 2017 £
Staff costs (note 6)	<b>6,218,103</b>	6,031,708
Auditor's remuneration (excluding VAT)		
. Statutory audit services – current year		
.. Principal auditor	<b>27,038</b>	33,500
.. Component auditor	<b>12,180</b>	8,580
Depreciation (note 8)	<b>10,960</b>	9,119



**6 Staff costs and remuneration of key management personnel**

<b>Group</b>	<b>Year to 31 March 2018 £</b>	<b>Year to 31 March 2017 £</b>
Staff costs during the year were as follows:		
Wages and salaries	<b>5,590,348</b>	5,361,870
Social security costs	<b>357,607</b>	340,090
Pension costs	<b>44,655</b>	39,849
	<b>5,992,610</b>	5,741,809
Agency staff	<b>166,253</b>	218,156
Secondment costs	<b>13,889</b>	45,101
Contract workers	<b>45,351</b>	26,642
	<b>6,218,103</b>	6,031,708

Staff costs per function were as follows:

<b>Group</b>	<b>Year to 31 March 2018 £</b>	<b>Year to 31 March 2017 £</b>
Provision of services to vulnerable families and children	<b>210,196</b>	162,874
Provision of home care visiting services	<b>1,639,415</b>	1,616,404
Provision of support for people with learning disabilities	<b>4,134,424</b>	4,099,666
Provision of support for families of prisoners	<b>73,460</b>	86,663
Enabling families to live flourishing lives	<b>90,945</b>	—
Provision of VIVAT services	<b>21,000</b>	21,000
Provision of organisational development services	<b>48,663</b>	45,101
	<b>6,218,103</b>	6,031,708

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

	<b>2018 £</b>	<b>2017 £</b>
£60,000 - £70,000	<b>1</b>	—

The average number of employees, analysed by function, was:

<b>Group</b>	<b>Year to 31 March 2018</b>	<b>Year to 31 March 2017</b>
Provision of services to vulnerable families and children	<b>8</b>	8
Provision of home care visiting services	<b>99</b>	95
Provision of support for people with learning disabilities	<b>249</b>	273
Provision of support for families of prisoners	<b>5</b>	5
Enabling families to live flourishing lives	<b>6</b>	—
Provision of VIVAT services	<b>1</b>	1
Provision of organisational development services	<b>1</b>	1
	<b>369</b>	383

**6 Staff costs and remuneration of key management personnel** (continued)

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the Trustees, the Director of Mission and the Finance and Business Director. The total remuneration (including taxable benefits and employer's pension contributions) of the key management personnel for the year was £21,000 (2017 - £21,000).

The total remuneration (including taxable benefits and employer's pension contributions) of the key management personnel of the Group for the year was £482,396 (2017 - £442,253).

None of the Trustees received any remuneration in respect of their services during either of the above years. Expenses were not reimbursed to the Trustees (2017 – none).

**7 Taxation**

DCSVP Services and each of its subsidiaries are registered charities and, therefore, they are not liable to income tax or corporation tax on income derived from their charitable activities, as it falls within the various exemptions available to registered charities.

**8 Tangible fixed assets**

Group	Furniture and equipment £	Computer equipment £	Motor vehicles £	Building improve- ments £	Total £
<b>Cost</b>					
At 1 April 2017	27,457	7,141	16,295	2,636	<b>53,529</b>
Additions	7,479	1,053	—	—	<b>8,532</b>
Disposals	(9,701)	(4,243)	—	—	<b>(13,944)</b>
At 31 March 2018	25,235	3,951	16,295	2,636	<b>48,117</b>
<b>Depreciation</b>					
At 1 April 2017	18,662	5,342	6,105	2,636	<b>32,745</b>
Charge for year	5,904	988	4,068	—	<b>10,960</b>
On disposals	(9,701)	(4,243)	—	—	<b>(13,944)</b>
At 31 March 2018	14,865	2,087	10,173	2,636	<b>29,761</b>
<b>Net book values</b>					
At 31 March 2018	<b>10,370</b>	<b>1,864</b>	<b>6,122</b>	—	<b>18,356</b>
At 31 March 2017	8,795	1,799	10,190	—	20,784

**8 Tangible fixed assets (continued)**

<b>Charity</b>	<b>Computer equipment £</b>	<b>Total £</b>
<b>Cost</b>		
At 1 April 2017	894	<b>894</b>
Additions	1,053	<b>1,053</b>
At 31 March 2018	<u>1,947</u>	<u><b>1,947</b></u>
<b>Depreciation</b>		
At 1 April 2017	223	<b>223</b>
Charge for year	487	<b>487</b>
At 31 March 2018	<u>710</u>	<u><b>710</b></u>
<b>Net book values</b>		
At 31 March 2018	<u><b>1,237</b></u>	<u><b>1,237</b></u>
At 31 March 2017	<u>671</u>	<u>671</u>

**9 Investments**

<b>Group and charity</b>	<b>2018 £</b>	<b>2017 £</b>
<b>Listed investments</b>		
Market value at 1 April 2017	<b>2,151,484</b>	2,046,308
Net (losses) gains on revaluation	<b>(44,900)</b>	105,176
Market value at 31 March 2018	<u><b>2,106,584</b></u>	<u>2,151,484</u>
 Cost of listed investments at 31 March 2018	 <u><b>2,000,000</b></u>	 <u>2,000,000</u>

At 31 March 2018 listed investments were 100% held in Kames Ethical Corporate Bond Fund Class B (Inc.), a UK fixed interest unit trust.

All listed investments were dealt in on a recognised stock exchange.

**10 Debtors**

	<b>Group</b>		<b>Charity</b>	
	<b>2018 £</b>	<b>2017 £</b>	<b>2018 £</b>	<b>2017 £</b>
Prepayments and accrued income	<b>36,735</b>	57,948	<b>1,192</b>	1,695
Fees receivable	<b>844,429</b>	1,110,924	—	—
Other debtors	<b>40,441</b>	49,620	—	—
	<u><b>921,605</b></u>	<u>1,218,492</u>	<u><b>1,192</b></u>	<u>1,695</u>

**11 Creditors: amounts falling due within one year**

	Group		Charity	
	2018 £	2017 £	2018 £	2017 £
Sundry creditors	217,561	159,013	—	—
Accruals	86,463	135,826	10,800	21,780
Social Security and other taxes	131,416	120,916	820	—
Expense creditors	69,548	119,739	19,980	16,562
Deferred income	137,924	22,734	—	—
	<b>642,912</b>	<b>558,228</b>	<b>31,600</b>	<b>38,342</b>

**12 Creditors: amounts falling due after one year**

	Group		Charity	
	2018 £	2017 £	2018 £	2017 £
Loan from the Daughters of Charity of St Vincent de Paul Charitable Trust	190,000	190,000	—	—

**12 Creditors: amounts falling due after one year (continued)**

In June 2016, an interest free loan of £100,000 was advanced to Vincentian Care Plus from the Daughters of Charity of St Vincent de Paul Charitable Trust. The loan was to be repaid on or before 12 June 2018. At the date of signing these accounts, this date has passed and Vincentian Care Plus has not repaid any part of the loan. Under the loan agreement, interest at a rate of 1% above the Bank of England base rate should accrue on the late payment.

In November and December 2016 and January 2017, additional interest free bridging loans totalling £90,000 were advanced to Vincentian Care Plus from the Daughters of Charity of St Vincent de Paul Charitable Trust. These loans are repayable as soon as funds are available or on demand. Should the bridging loans not be repaid within two years, they will carry an interest rate of 1% above the Bank of England base rate. Vincentian Care Plus does not expect to be in a position to repay the bridging loans before 31 March 2019 and the Daughters of Charity of St Vincent de Paul Charitable Trust is not expected to request repayment before 31 March 2019. Therefore, the loans have been classified as amounts falling due after more than one year.

### 13 Restricted investment fund

This fund comprises a grant from the Daughters of Charity of St Vincent de Paul Charitable Trust and is held with the principal objective of maintaining the absolute value of the grant. A secondary objective is to generate income to be applied towards the cost of the charitable company's expenditure.

<b>Group and charity</b>	<b>Restricted investment fund £</b>
At 1 April 2017	<b>2,151,484</b>
Movement in year	<b>(44,900)</b>
At 31 March 2018	<b>2,106,584</b>

The capital of the fund may be applied towards meeting expenditure should the financial position of the charitable company require this and provided there is consultation with the Trustees of the Daughters of Charity of St Vincent de Paul Charitable Trust, the charity which gave the original donation.

### 14 Other restricted funds

The income funds of the group and charity include the following other restricted funds comprising the following unexpended balances of donations and grants held on trust to be applied for specific purposes:

	At 1 April 2017 £	Income £	Expenditure £	Core costs transfers £	At 31 March 2018 £
VIVAT Project	49,138	—	(28,297)	—	<b>20,841</b>
Director's Salary	73,165	—	(34,774)	—	<b>38,391</b>
<b>Charity other restricted funds</b>	<b>122,303</b>	<b>—</b>	<b>(63,071)</b>	<b>—</b>	<b>59,232</b>
Staff costs fund	25,084	134,925	(148,756)	—	<b>11,253</b>
Family Space Project	—	83,605	(60,938)	(22,667)	—
Creative Arts Therapy Project	—	79,105	(35,230)	(9,292)	<b>34,583</b>
Advice Space Project	3,282	—	—	(3,282)	—
Sensory Room	10,000	10,750	—	—	<b>20,750</b>
EU Story Labs	7,447	14,353	(17,549)	(4,251)	—
Rent fund	—	25,244	(25,244)	—	—
Miscellaneous restricted funds	2,013	36,258	22,989	—	<b>15,282</b>
<b>Group other restricted funds</b>	<b>170,129</b>	<b>384,240</b>	<b>(373,777)</b>	<b>(39,492)</b>	<b>141,100</b>

Restricted projects which have allowances for "core costs" are shown in the above table as transfers to unrestricted funds.

The specific purposes for which the significant funds during the year are or were to be applied are as follows:

#### *VIVAT Project*

The VIVAT Project comprises monies provided as a contribution towards the costs of running the Vincentian Values training programmes.

#### 14 Other restricted funds (continued)

##### *Director's Salary*

The Director's Salary fund comprises monies given specifically towards the salary of a Director for DCSVP Services.

##### *Staff costs fund*

The staff costs fund comprises monies given towards various salaries borne by the charitable subsidiaries.

##### *Family Space Project*

Funds provided to assist with the Family Space Project at St Vincent's Family Project.

##### *Creative Arts Therapy Project*

Funds provided specifically as a contribution towards costs associated with the Creative Arts Therapy Project at St Vincent's Family Project.

##### *Advice Space Project*

Funds provided specifically to assist with the Advice Space Project at St Vincent's Family Project.

##### *EU Story Labs*

European Union funding received towards costs of the Story Lab Project at St Vincent's Family Project.

##### *Rent fund*

The Rent fund represents funding received towards the rent payable by Vincentian Care Plus.

#### 15 Designated funds

The income funds of the group include the following designated funds which have been set aside out of unrestricted funds by the Trustees for specific purposes:

<b>Group</b>	At 1 April 2017 £	New designations £	Utilised/ released £	At 31 March 2018 £
St Vincent's Family Project	63,269	69,461	(128,295)	<b>4,435</b>
Vincentian Care Plus	6,137	1,751,941	(1,805,388)	<b>(47,310)</b>
St Joseph's Services	1,920,923	4,619,650	(4,545,505)	<b>1,995,068</b>
Out There Supporting Families of Prisoners	71,852	130,735	(60,165)	<b>142,422</b>
The Louise Project	—	101,828	(61,419)	<b>40,409</b>
	<u>2,062,181</u>	<u>6,673,615</u>	<u>(6,600,772)</u>	<u><b>2,135,024</b></u>

The funds have been designated for the following purposes:

##### *St Vincent's Family Project*

This fund comprises the net assets representing unrestricted funds of St Vincent's Family Project.

**15 Designated funds (continued)**

*Vincentian Care Plus*

This fund comprises the net assets representing unrestricted funds of Vincentian Care Plus.

*St Joseph's Services*

This fund comprises the net assets representing unrestricted funds of St Joseph's Services Limited.

*Out There Supporting Families of Prisoners*

This fund comprises the net assets representing unrestricted funds of Out There Supporting Families of Prisoners Limited.

*The Louise Project*

This fund comprises the net assets representing unrestricted funds of The Louise Project.

**Charity**

The charity had no designated funds at 31 March 2018 (2017 – none).

**16 Analysis of net assets between funds**

<b>Group</b>	General fund £	Designated funds £	Restricted investment fund £	Other restricted funds £	<b>At 31 March 2018</b> £
Tangible fixed assets	1,237	17,119	—	—	<b>18,356</b>
Investments	—	—	2,106,584	—	<b>2,106,584</b>
Net current assets	239,755	2,307,905	—	141,100	<b>2,688,760</b>
Creditors: amounts falling due after one year	—	(190,000)	—	—	<b>(190,000)</b>
	<b>240,992</b>	<b>2,135,024</b>	<b>2,106,584</b>	<b>141,100</b>	<b>4,623,700</b>

<b>Charity</b>	General fund £	Designated funds £	Restricted investment fund £	Other restricted funds £	<b>At 31 March 2018</b> £
Tangible fixed assets	1,237	—	—	—	<b>1,237</b>
Investments	—	—	2,106,584	—	<b>2,106,584</b>
Net current assets	239,755	—	—	59,232	<b>298,987</b>
	<b>240,992</b>	<b>—</b>	<b>2,106,584</b>	<b>59,232</b>	<b>2,406,808</b>

**16 Analysis of net assets between funds (continued)**

<b>Group and charity</b>	<b>Total 2018 £</b>	<b>Total 2017 £</b>
<b>Unrealised gains included above</b>		
Total unrealised gains at 31 March 2018	<b>106,584</b>	151,484
<b>Reconciliation of movements in unrealised gains</b>		
Total unrealised gains at 1 April 2017	<b>151,484</b>	46,308
(Losses) gains arising on revaluations in the year	<b>(44,900)</b>	105,176
Total unrealised gains at 31 March 2018	<b>106,584</b>	151,484

The total unrealised gains as at 31 March 2018 constitute movements on the revaluation of listed investments.

All unrealised (losses) gains included within the group accounts relate to the charity.

**17 Leasing commitments**

*Operating leases*

At 31 March 2018, the group and charity had the following future minimum commitments under non-cancellable operating leases in respect to property as follows:

	<b>Group</b>		<b>Charity</b>	
	<b>2018 £</b>	2017 £	<b>2018 £</b>	2017 £
Leases which expire:				
. within one year	<b>32,639</b>	33,595	—	—
. between one and two years	<b>32,639</b>	—	—	—
. between two and five years	<b>32,639</b>	—	—	—
	<b>97,917</b>	33,595	—	—

At 31 March 2018, the group and charity had the following future minimum commitments under non-cancellable operating leases in respect to equipment as follows:

	<b>Group</b>		<b>Charity</b>	
	<b>2018 £</b>	2017 £	<b>2018 £</b>	2017 £
Leases which expire:				
. within one year	<b>66,181</b>	69,836	<b>7,200</b>	7,200
. between one and two years	<b>24,450</b>	24,936	<b>7,200</b>	7,200
. between two and five years	<b>63,216</b>	69,159	<b>14,400</b>	21,600
	<b>153,847</b>	163,931	<b>28,800</b>	36,000



## 18 Connected organisations

The charitable company is related to the Daughters of Charity of St Vincent de Paul Charitable Trust (the Charitable Trust) (Charity Registration No. 236803) by virtue of the fact that seven of its Trustees are also Trustees of the Charitable Trust.

Included in donations and grants are gifts in kind of £65,750 (2017 - £45,800) representing facilities and staff costs donated by the Charitable Trust, which have been valued by the Trustees for the purposes of these financial statements as well as £5,250 (2017 - £nil) transferred to the Charitable Trust related to staff costs.

### **Connected organisations of subsidiaries**

Detailed below are the transactions with connected organisations of the subsidiaries.

#### *St Vincent's Family Project*

St Vincent's Family Project is related to the Methodist Central Hall by virtue of the fact that one of its Trustees is a Trustee of Methodist Central Hall, a further Trustee is a Trustee and senior employee of the Methodist Central Hall, a third Trustee is a member of the Methodist Central Hall, and a fourth Trustee is a deacon of the Methodist Central Hall.

The transactions between the two organisations during the year were as follows:

- ◆ During the year the Project contributed service charges to the Methodist Central Hall of £6,119 (2017 - £6,144), £512 (2017 - £512) of which was accrued at the year end. In addition, the Project paid rent to the Methodist Central Hall of £22,800 (2017 - £22,800), £1,900 (2017 - £1,900) of which was accrued at the end of the year.
- ◆ During the year the Methodist Central Hall gave a donation of £41,984 (2017 - £41,262) to the Project for use in meeting core costs.

St Vincent's Family Project is related to the Daughters of Charity of St Vincent de Paul Charitable Trust by virtue of the fact that one of its Trustees is also a Trustee of the Charitable Trust. There were no transactions between the two charities in the year.

#### *Out There Supporting Families of Prisoners Limited*

Out There Supporting Families of Prisoners Limited is connected to the Daughters of Charity of St Vincent de Paul Charitable Trust by virtue of the fact that one Trustee of Out There Supporting Families of Prisoners Limited is also a Trustee of the Charitable Trust.

- ◆ Out There Supporting Families of Prisoners Limited was given a grant of £70,000 (2017 - £35,000) from the Daughters of Charity of St Vincent de Paul Charitable Trust for use in meeting staff costs.

#### *St Joseph's Services Limited*

St Joseph's Services Limited is connected to the Daughters of Charity of St Vincent de Paul Charitable Trust by virtue of the fact that one Trustee of St Joseph's Services is also a Trustee of the Charitable Trust.

- ◆ During the year St Joseph's Services Limited paid £45,200 (2017 - £43,200) in respect of rent to the Daughters of Charity of St Vincent de Paul Charitable Trust.

## 18 Connected organisations (continued)

### *Connected organisations of subsidiaries (continued)*

#### *The Louise Project*

The Louise Project is connected to the Daughters of Charity of St Vincent de Paul Charitable Trust by virtue of the fact that two Trustees of the Louise Project are also Trustees of the Charitable Trust.

- ◆ During the year The Louise Project paid £5,000 in respect of rent to the Daughters of Charity of St Vincent de Paul Charitable Trust.
- ◆ During the year The Louise Project received a donation of £128,765 at 1 April 2017 from the Daughters of Charity of St Vincent de Paul Charitable Trust.

#### *Vincentian Care Plus*

Transactions took place during the year between the Daughters of Charity of St Vincent de Paul Charitable Trust and VCP, the detail of which can be seen in note 12.

## 19 Liability of members

The charitable company is constituted as a company limited by guarantee incorporated in the United Kingdom. In the event of the charitable company being wound up, its members are required to contribute an amount not exceeding £1.

## 20 Ultimate control

The charitable company was controlled throughout the period by the Daughters of Charity of St Vincent de Paul.