

Solihull Action through Advocacy

Report and Financial Statements

31 March 2020

Charity number: 1146073

Company limited by guarantee: 7945421

**Solihull Action through Advocacy
Report and Financial Statements
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Solihull Action through Advocacy

Legal and administrative information

Trustees and Directors

Shamsher Dharsani	Chair	
Lesley Johnson	Vice Chair	(resigned 15 July 2019)
Jane Emeny	Treasurer	
Jonathan Bright		(appointed 14 May 2019)
Chris Brodest		
Jessica James		(appointed 14 May 2019)
Philip Marshall		(appointed 14 May 2019)
Katie Meah		
Andrew Walsh		(resigned 3 February 2020)
Jane Williams		

Chief Executive Officer

James Voller

Principal Office and Registered Address

11 - 13 Land Lane
Marston Green
Solihull
B37 7DE

Independent examiner

Dr J R Ayling BSc FCA
8 Troutbeck Avenue
Leamington Spa
Warwickshire
CV32 6NE

Bankers

CAF Bank Ltd.
25 Kings Hill Avenue
Kings Hill
West Malling
ME19 4JQ

Solihull Action through Advocacy

Chair's statement for the year ended 31 March 2020

As I contemplated writing this report, I decided to start by revisiting some of the compliments that have been given to our staff over the year that are reported to us at each of our Board meetings. I am always uplifted by the comments that are made by the people that we support and I wanted to share a small selection of them here:

"Thanks for your support always, you are wonderful and invaluable and I couldn't have got through some of the things I have without you."

"It is lovely to actually talk to somebody who is non-judgmental and supportive with such an incredible genuine understanding...it has made a big difference to me"

"It has meant so much to me to have you in my corner and I couldn't have got this far without you"

"Thank you so much I felt like I had a tonne weighing on my shoulders but I feel like that has now been lifted"

"Every time I have an advocate it's like winning the lottery"

I am very grateful that these comments are reported to us because I think it is an important reminder about the value of advocacy. The human impact of what we do can be difficult to quantify in a report. For example, I can report that we have worked on nearly 1,000 cases with over 700 people in the year. Or I could tell you we have protected at least 122 people from abuse/neglect. But we are an organisation that has individuals at our heart and comments like the ones above tell their own story of the personal impacts that our work has, regardless to tangible 'outcomes'. I remain very proud to be involved with a charity that makes such a profound difference to the lives of people that it works with.

OUR PERFORMANCE

As always, the performance and achievements of the organisation are detailed in the following pages but there are few notable items that I would like to mention.

Solihull First - Firstly, this year saw the commencement of our new service commissioned by Solihull MBC providing a single advocacy service across the Borough in partnership with Independent Advocacy. Starting something new is always challenging, particularly when it involves areas of work that our charity had not done before, but I am delighted to say that the first year has gone very well. The service has worked with over 630 people and three quarters of those are people that we had not worked with before. I would like to thank our colleagues on the Board of Trustees of Independent Advocacy and their staff for working together on this new service. We are sure that it will continue to go from strength to strength with the work of our dedicated staff teams.

Hidden Lives Remembered - We have now come to the end of our 18-month project funded by the National Lottery Heritage Fund, "Hidden Lives Remembered" which set out to record the stories of people with learning disabilities who had lived in local institutions at Middlefield and Hampton Manor. This was a very different project for us and we were delighted with the response that we received to the project and in particular to the final exhibitions. I would like to thank the National Lottery Heritage Fund and National Lottery players for making the project possible. I would also like to thank the staff, volunteers and all those who participated make the project the success that it was. The recordings and materials are still available on the Hidden Lives Remembered website (hiddenlivesremembred.com).

Improved Finances - Having endured a few years of challenging financial circumstances, we are delighted to have managed our way back into a small surplus this year. This is the product of a huge amount of hard work and careful financial management and now that we have laid those foundations, next year will see us working on a new strategic plan for our future. We are working on some exciting plans and we are optimistic and excited about what the future holds for SAAtA. I look forward to reporting on those new plans and the successes that I know we will have.

A BIG THANK YOU

On behalf of all the Trustees, I would like to give our heartfelt thanks to our dedicated and very hard-working team of staff and volunteers who have made all these successes possible. SAAtA is blessed with wonderful people and we are very grateful for each of them. I also wish to thank all our funders, both large and small for their invaluable support.



Shamsheer Dharsani, Chair of Trustees

Solihull Action through Advocacy

Report of the Trustees for the year ended 31 March 2020

The Trustees / Directors present their report and financial statements of the charitable company for the year ended 31 March 2020.

The Trustees' report and financial statements have been prepared in accordance with the accounting policies set out on pages 10 to 12 and comply with the Charity's governing document, the Charities Act 2011 and the Companies Act 2006.

Structure, Governance and Management

Solihull Action through Advocacy is a charitable company limited by guarantee, incorporated on 10 February 2012 and registered as a charity on 23 February 2012 with the Charity Commission for England and Wales. The company is governed under a Memorandum and Articles of Association which established the objects and powers of the charitable company. In the event of the company being wound up, each member is required to contribute an amount not exceeding £10.

The Board of Trustees have the responsibility of managing the business of the charitable company and for the purposes of charity law the trustees of the charity are also directors of the company. The Trustees / Directors who have served during the year and since the year end are set out on page 1.

Under the requirements of the Memorandum and Articles of Association there must be at least 3 trustees holding office. The term of office of a Trustee continues until they retire or are removed in accordance with the relevant provisions of the Articles.

All Trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts.

Trustee vacancies are advertised locally and regionally. Trustees are appointed for their skills and expertise. All new trustees undergo an induction process, including spending time with staff and service users and receive a Trustee pack with relevant information about the organisation.

Day to day responsibility for management of the organisation is delegated by the Trustees to the Chief Executive.

Objectives and activities

The Charity's objects as set out in the Memorandum and Articles of Association are:

- to promote social inclusion and to prevent people from becoming socially excluded;
- to assist people to obtain full rights and privileges as citizens and integrate into society;
- to achieve these objectives particularly, but not exclusively, through the provision of independent advocacy support.

'Socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: age, disability, impairment, poor educational or skills attainment, relationship and family breakdown and asylum seekers.

Solihull Action through Advocacy achieves its objectives through the provision of free independent advocacy. Having regard to these achievements, and the public benefit that they provide, the Trustees are satisfied that the Charity has met the Charity Commission guidance on Public Benefit.

Solihull Action through Advocacy

Report of the Trustees for the year ended 31 March 2020

Achievements and performance

1. Advocacy Case Work

Over the course of this year we have provided a one-to-one independent advocacy case work service to 723 people across 972 cases. 462 of those people (73%) are new to SAAtA.

Solihull First Advocacy - This year is the first year of delivering our new service providing all local-authority funded statutory and non-statutory advocacy in Solihull. In total, the service has worked with 636 people across 876 cases. 86% of those people were new to SAAtA.

IMCA, DoLS and RPR - We continue to provide an advocacy service to individuals who have been assessed as lacking capacity and are entitled to the support of an Independent Mental Capacity Advocate. This includes those subject to a Deprivation of Liberty and those entitled to the support of a Relevant Person's Representative. These are entitlements that were created by the Mental Capacity Act 2005 to ensure that individuals who lack capacity in respect of certain decisions are not deprived of the ability to input into best interest decisions about their lives. We worked on 375 cases this year.

Care Act - We provide support under the Care Act 2014 to those who are going through the process of assessment, support planning or review as well as safeguarding processes. This service is provided to any person who has a substantial difficulty engaging with the process and does not have another suitable person to support them. We have worked on 158 Care Act cases this year.

IMHA - This is a new service area for SAAtA which sees us providing advocacy support to individuals who have been detained under a section of the Mental Health Act 1983. The majority of those cases are supporting people who have been detained in hospital under s.2 or s.3 for assessment and treatment. IMHAs ensure that detained individuals understand what their situation is and what their rights are and help to ensure their voice is heard in care and treatment decisions. We have worked on 57 IMHA cases in the year.

NHS Complaints - This is also a new service area for SAAtA. We now provide advocacy support to people who wish to make a complaint about treatment they have received from the NHS. This can include making complaints to the Parliamentary and Health Service Ombudsman if required. We have worked on 25 NHS complaint cases this year.

Non-Statutory Advocacy - We work with people whose situations do not meet criteria for any of the statutory advocacy roles above but who have important issues that they need advocacy support with. We assist people with issues such as housing, employment, healthcare, finances, social care, access to services, bullying and hate crime. Commonly, people come to us because they have no one else who they can turn to for support. We have worked on 255 non-statutory cases this year, mainly but not exclusively for people with learning disabilities, autism and mental health conditions.

Parents Advocacy - Our service for parents with a learning disability provides advocacy support during child protection proceedings or pre-proceedings. These are cases that usually revolve around whether a parent is able to care for the child(ren) or whether the children should be cared for by a relative or someone else. In many cases this results in children being removed from the care of their parents. Support from an advocate ensures that parents are fully engaged in the decision-making process and also that all options to support parents to continue caring for their own children have been considered and explored. We have worked on 47 parents' advocacy cases in this year.

Young People - We have continued to provide support to young people with learning disabilities and autism, particularly those who are in transition into adulthood. Key issues within this group include education (particularly reasonable adjustments, school exclusions and EHCPs), employment, relationships and mental health (with the latter becoming an increasing challenge among young people). This work is funded by Children in Need, Birmingham and Solihull CCG and the St James' Place Foundation. We have worked on 42 cases in the year.

Solihull Action through Advocacy

Report of the Trustees for the year ended 31 March 2020

Achievements and performance (continued)

2. Community Advocacy

Solihull First - We provide a community advocacy service as part of our contract with Solihull MBC. This includes supporting and facilitating peer support groups, recruiting and training volunteer "citizen advocates".

Peer Visitors - Our Peer Visitor service continues to support people with learning disabilities living in small group homes to talk about their experiences and to seek improvements and changes to the way they are supported to live their lives.

Young People's Group Work - As part of our Children in Need project working with young people with learning disabilities and autism, we deliver group work in some of Solihull's special schools. Topics are chosen by the young people themselves and are designed to support them to be more confident to advocate for themselves as they transition.

3. Collective Advocacy

Solihull Learning Disability Council - After many years we have decided to re-name the Changing Lives Board to the "Solihull Learning Disability Council". This was partly to help others to know what the group is and also to reflect the important role that we want to support it to have for the future. The Council meets every month to discuss issues that are important to people with learning disabilities in Solihull and to seek changes to local policy and practice. The Council also feeds into other local and regional forums. Membership of the SLDC is open to any resident of Solihull with a learning disability and we are working on significant plans to change the way that the Council works which will make it more accessible and more effective in advocating for changes.

Hidden Lives Remembered - Funded by the National Lottery Heritage Fund, this 18-month project was set-up to explore and record the stories of people with learning disabilities who lives in long-stay institutions and their experiences of moving out into the community. The project has its own website (www.hiddenlivesremembered.com) with blogs and video clips of the stories that we have recorded. We held exhibitions at the end of the project including a large exhibition that ran over 2 months at The Core library in central Solihull and we also produced and printed a project book. We have been delighted with the response that we received to the project and are very grateful to all those who participated.

AdvoActs - Our drama group continues to run and we have secured some funding for a specific project next year.

Financial review

The Statement of Financial Activities shows an income of £563,059 (2019: £362,629) and expenditure of £561,313 (2019: £402,440) resulting in net income for the year of £1,746 (2019: net expenditure of £39,811). The fund balance at 31 March 2020 is held between the unrestricted fund balance of £47,171 (2019: £44,626) and the restricted fund balance of £nil (2019: £799).

The Trustees aim to maintain reserves of £50,000 which it considers sufficient to cover potential short-term challenges in funding strategies and winding up costs if necessary. Total funds at 31 March 2020 were £47,171 (2019: £45,425).

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006. This report was approved by the Trustees / Directors and signed on their behalf by:



Shamsher Dharsani
Chair of Trustees



Jane Emeny
Treasurer

12th August 2020

Date

Independent examiner's report

To the Trustees of Solihull Action through Advocacy

I report on the accounts of the charitable company for the year ended 31 March 2020 which are set out on pages 7 to 18.

Respective responsibilities of Trustees and examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- {a} examine the accounts under section 145 of the 2011 Act;
- {b} to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- {c} to state whether particular matters have come to my attention.

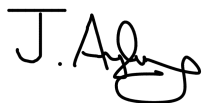
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - {a} to keep accounting records in accordance with section 130 of the 2011 Act; and
 - {b} to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



4 September 2020

Dr J R Ayling BSc FCA
Dr J R Ayling BSc FCA
8 Troutbeck Avenue
Leamington Spa
CV32 6NE

Date

Solihull Action through Advocacy
Statement of Financial Activities (including income and expenditure account)
For the year ended 31 March 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Income and endowments from:					
Donations and legacies	3	5,043	-	5,043	3,695
Charitable activities	4	472,740	85,181	557,921	355,696
Investments		95	-	95	107
Other	5	-	-	-	3,131
		<u>477,878</u>	<u>85,181</u>	<u>563,059</u>	<u>362,629</u>
Expenditure on:					
Charitable activities	6	472,479	88,461	560,940	401,888
Other		310	63	373	552
		<u>472,789</u>	<u>88,524</u>	<u>561,313</u>	<u>402,440</u>
Net income / (expenditure)		5,089	(3,343)	1,746	(39,811)
Transfers between funds	16	(2,544)	2,544	-	-
Net movement in funds		2,545	(799)	1,746	(39,811)
Balance at 1 April 2019	16	44,626	799	45,425	85,236
Balance at 31 March 2020	16	<u>47,171</u>	<u>-</u>	<u>47,171</u>	<u>45,425</u>

There were no recognised gains and losses for the charitable company for the current or prior years other than those included in the statement of Financial Activities. All income and expenditure arises from continuing activities.

Solihull Action through Advocacy
Company limited by guarantee: 7945421
Balance Sheet as at 31 March 2020

	Notes	31 March 2020 £	31 March 2019 £
Fixed assets			
Tangible assets	11	<u>10,219</u>	<u>2,067</u>
Current assets			
Debtors	12	958,713	1,263,069
Cash at bank and in hand		<u>41,076</u>	<u>62,249</u>
		999,789	1,325,318
Liabilities			
Creditors: amounts falling due within one year	13	<u>(590,693)</u>	<u>(477,070)</u>
Net current assets		409,096	848,248
Total assets less current liabilities		<u>419,315</u>	<u>850,315</u>
Creditors: amounts falling due after more than one year	14	<u>(372,144)</u>	<u>(804,890)</u>
Total net assets		<u>47,171</u>	<u>45,425</u>
Funds			
Restricted	16	-	799
Unrestricted	16	<u>47,171</u>	<u>44,626</u>
		<u>47,171</u>	<u>45,425</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The financial statements were approved by the board of Trustees / Directors and signed on their behalf by:



Shamsher Dharsani, Chair



Jane Emeny, Treasurer

12th August 2020

Date

Solihull Action through Advocacy
Cash flow statement for the year ended 31 March 2020

	Year ended 31 March 2020 £	Year ended 31 March 2019 £
Net cash used in operating activities		
Net income / (expenditure)	1,746	(39,811)
Adjustments for:		
Depreciation charges	4,088	1,033
Interest income shown in investing activities	(95)	(107)
Decrease / (increase) in debtors	304,356	(1,069,366)
(Decrease) / increase in creditors	(319,123)	1,101,739
Net cash used in operating activities	(9,028)	(6,512)
Cash flows from investing activities		
Interest and dividends	95	107
Purchase of fixed assets	(12,240)	-
Net cash (used in) / provided by investing activities	(12,145)	107
Change in cash and cash equivalents in the year	(21,173)	(6,405)
Cash and cash equivalents brought forward	62,249	68,654
Cash and cash equivalents carried forward	41,076	62,249
Analysis of cash and cash equivalents		
Cash at bank and in hand	41,076	62,249

Solihull Action through Advocacy
Notes forming part of the financial statements
for the year ended 31 March 2020

1 Accounting policies

{a} General information and basis of preparation

Solihull Action through Advocacy is a charitable company incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee, is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are: to promote social inclusion and to prevent people from becoming socially excluded; to assist people to obtain full rights and privileges as citizens and integrate into society; to achieve these objectives particularly, but not exclusively, through the provision of independent advocacy support.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

{b} Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

{c} Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

The charity receives government grants in respect of its advocacy projects. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

All income arises in the United Kingdom.

Solihull Action through Advocacy
Notes forming part of the financial statements
for the year ended 31 March 2020

1 Accounting policies (continued)

{d} Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes the costs of fundraising and trading activities
- Expenditure on charitable activities comprises the direct costs of the provision of advocacy services and associated overhead expenses

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

{e} Support costs allocation

Support costs are those that assist the work of the charity, but do not directly represent charitable activities and include administrative payroll costs, premises costs, office costs and governance costs. All support costs have been allocated to expenditure on charitable activities as raising funds is undertaken on a wholly voluntary basis. Any support costs which cannot be directly attributed to individual funds are apportioned according to the gross payroll cost incurred by each fund. The analysis of these costs is included in note 7.

{f} Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Computers and office equipment	33.3% reducing balance
Fixtures, fittings and equipment	33.3% straight line

Assets costing less than £1,000 are written off to the SoFA in the year of purchase.

{g} Debtors

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

{h} Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

{i} Creditors and provisions

Creditors and provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

Solihull Action through Advocacy
Notes forming part of the financial statements
for the year ended 31 March 2020

1 Accounting policies (continued)

{j} Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

{k} Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charity for UK corporation tax purposes.

{l} Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity, to be able to continue as a going concern.

2 COVID-19

On 23 March 2020 the UK Government imposed a general lockdown in response to the global COVID-19 pandemic. The trustees do not consider that the COVID-19 pandemic will have any adverse effect on the ability of the charity to continue as a going concern.

3 Donations and legacies

	Year ended 31 March 2020 £	Year ended 31 March 2019 £
Other donations and gift aid	<u>5,043</u>	<u>3,695</u>

4 Income from charitable activities

	Year ended 31 March 2020 £	Year ended 31 March 2019 £
Contracts with Solihull MBC	427,596	259,837
Grants	105,613	70,147
Other charitable income	<u>24,712</u>	<u>25,712</u>
	<u>557,921</u>	<u>355,696</u>

£70,181 (2019: £68,480) of grant income is restricted. Other charitable income includes £15,000 (2019: £17,000) which is also restricted.

Solihull Action through Advocacy
Notes forming part of the financial statements
for the year ended 31 March 2020

5 Other income	Year ended 31 March 2020 £	Year ended 31 March 2019 £
Sundry income	-	3,131

6 Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Year ended 31 March 2020 Total £	Year ended 31 March 2019 Total £
Direct staff costs	217,909	57,818	275,727	255,422
Direct premises costs	12,144	-	12,144	-
Direct office costs	1,754	6,653	8,407	5,746
Direct professional fees	-	2,000	2,000	-
Governance	-	-	-	37
Other direct costs	146,130	2,431	148,561	2,354
Total direct costs	377,937	68,902	446,839	263,559
Support costs (note 7)	94,542	19,559	114,101	138,329
	472,479	88,461	560,940	401,888

7 Allocation of support costs

All support costs are allocated to expenditure on charitable activities and then apportioned between individual funds on the basis of the direct payroll cost incurred by each fund. Total support costs comprise the following:

	Year ended 31 March 2020 £
Staff costs	66,388
Premises costs	27,151
Office costs	13,869
Depreciation	4,088
Governance	1,410
Other costs	1,195
	114,101

8 Net movement in funds for the year

The net movement in funds for the year is stated after charging:

	Year ended 31 March 2020 £	Year ended 31 March 2019 £
Depreciation of tangible fixed assets	4,088	1,033
Fees payable to the independent examiner:	1,400	1,400

No other fees were paid to the independent examiner (2019: £nil).

Solihull Action through Advocacy
Notes forming part of the financial statements
for the year ended 31 March 2020

9 Staff costs

	Year ended 31 March 2020 £	Year ended 31 March 2019 £
The staff costs were:		
Wages and salaries	294,899	294,708
Social security costs	18,288	18,180
Pension contributions	14,701	14,667
	<u>327,888</u>	<u>327,555</u>
Other staff costs	14,227	11,151
	<u>342,115</u>	<u>338,706</u>

The other staff costs comprise mainly travel, recruitment and training costs. No employee received annual emoluments in excess of £40,000 (2019: none). The average weekly number of staff employed during the year was:

	Year ended 31 March 2020 No.	Year ended 31 March 2019 No.
Charitable Activities	17	19
Other	3	3
	<u>20</u>	<u>22</u>

10 Trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2019: £nil). Expenses paid to the trustees in the year totalled £nil (2019: £nil). There were no related party transactions (2019: none).

11 Tangible fixed assets

	Computers and office equipment £
Cost	
At 1 April 2019	3,488
Additions	12,240
At 31 March 2020	<u>15,728</u>
Depreciation	
At 1 April 2019	1,421
Charge for year	4,088
At 31 March 2020	<u>5,509</u>
Net book value	
At 31 March 2020	<u>10,219</u>
At 31 March 2019	<u>2,067</u>

Solihull Action through Advocacy
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12 Debtors	31 March 2020	31 March 2019
	£	£
Trade debtors	2,662	-
Other debtors	6,095	8,346
Prepayments and accrued income	949,956	1,254,723
	<u>958,713</u>	<u>1,263,069</u>

Prepayments and accrued income include £804,890 (2019: £1,253,195) in respect of long-term contracts with the local authority. These amounts are recognised as due to the charity under the terms of the contracts but the associated income is deferred to the relevant future periods, see notes 13 and 14. Included within prepayments and accrued income is £372,144 (2019: £804,890) due after more than one year.

13 Creditors: amounts falling due within one year	31 March 2020	31 March 2019
	£	£
Trade creditors	149,462	4,839
Accruals and deferred income	436,171	467,600
Taxation and social security	5,060	4,631
	<u>590,693</u>	<u>477,070</u>

Accruals and deferred income falling due within one year includes £432,746 (2019: £448,305) in respect of long-term contracts with the local authority. These amounts will be recognised as income in the year ending 31 March 2021 (2019: recognised in the year ended 31 March 2020).

14 Creditors: amounts falling due after more than one year	31 March 2020	31 March 2019
	£	£
Accruals and deferred income	<u>372,144</u>	<u>804,890</u>

Accruals and deferred income falling due after more than one year are in respect of long-term contracts with the local authority. These amounts will be recognised as income in the years subsequent to that ending 31 March 2021 (2019: recognised in the years subsequent to that ended 31 March 2020). All accruals and deferred income are due within five years. No interest is chargeable.

15 Deferred income	£
At 1 April 2019	1,269,199
Additions during the year	-
Amounts released to income	(464,309)
At 31 March 2020	<u>804,890</u>

Funding of £804,890, which has been contractually agreed but not yet received, has been accrued (see note 12) and deferred (see notes 13 and 14) at 31 March 2020.

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16 Summary of fund movements

	Fund balance b/f	Income £	Expenditure £	Fund transfers £	Fund balance c/f £
Unrestricted funds					
General fund	<u>44,626</u>	<u>48,683</u>	<u>(21,823)</u>	<u>(24,315)</u>	<u>47,171</u>
Designated funds					
Solihull First	-	382,144	(382,422)	278	-
Parents Advocacy	-	35,452	(36,153)	701	-
WM Self-Advocacy Network	-	1,599	(2,098)	499	-
Volunteer & Peer Advocacy	-	-	(9,261)	9,261	-
Peer visitors	-	10,000	(11,681)	1,681	-
Advoacts	-	-	(9,351)	9,351	-
	<u>-</u>	<u>429,195</u>	<u>(450,966)</u>	<u>21,771</u>	<u>-</u>
Total unrestricted funds	<u>44,626</u>	<u>477,878</u>	<u>(472,789)</u>	<u>(2,544)</u>	<u>47,171</u>
Restricted funds					
Children in Need (Transition)	707	20,763	(24,870)	3,400	-
B'ham & Solihull CCG (Transition)	-	15,000	(15,454)	454	-
St James' Place	-	6,071	(8,191)	2,120	-
Pink Ribbon	-	1,100	(1,170)	70	-
Heritage Lottery Fund	-	28,551	(34,869)	6,318	-
WM Police Active Citizens	92	1,050	(1,142)	-	-
Co-op Community Fund	-	2,646	(2,828)	182	-
Clothworkers Fund	-	10,000	-	(10,000)	-
	<u>799</u>	<u>85,181</u>	<u>(88,524)</u>	<u>2,544</u>	<u>-</u>
Total funds	<u>45,425</u>	<u>563,059</u>	<u>(561,313)</u>	<u>-</u>	<u>47,171</u>

All transfers between the general fund and designated funds are to bring the year end fund balances to £nil.

The transfer from the Clothworkers fund to the General fund is in respect of tangible fixed assets which have been purchased from restricted funds but are held for general use. All transfers from the general fund to restricted funds are to finance deficits as shown.

Solihull Action through Advocacy
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16 Summary of fund movements (continued)

Funds are held for the following purposes:

Solihull First	Provision of statutory and non-statutory advocacy for adults residing and/or receiving services in Solihull. This includes advocacy provided under the Care Act, Mental Capacity Act, Deprivation of Liberty Safeguards and Mental Health Act as well as NHS Complaints. It also includes issue-based, non-statutory advocacy for adults living in Solihull.
Parents Advocacy	One to one support for parents with a learning disability who are going through child protection proceedings.
WM Self-Advocacy Network	Provision and support of link workers acting as learning disability champions within a wider West Midlands network.
Volunteer & Peer Advocacy	Recruitment and support of people with learning disabilities and other volunteers to engage in peer-led group advocacy and representation.
Peer visitors	Peer-led quality monitoring visits to Local Authority residential care homes.
AdvoActs	Drama group for people with a learning disability.
Children in Need (Transition)	Advocacy support for young people with learning disabilities transitioning from children's to adults' services.
B'ham & Solihull CCG (Transition)	Advocacy support for young people with learning disabilities transitioning from children's to adults' services.
St James' Place	Advocacy support for young people with learning disabilities transitioning from children's to adult services.
Pink Ribbon	Cancer-related peer support for people with learning disabilities.
Heritage Lottery Fund	Oral history project recording the stories of people with learning disabilities who lived in institutions and their experiences of transitioning to community living.
WM Police Active Citizens	Support for the expansion of the Safe Places project
Co-op Community Fund	Peer-led workshops to support people with learning disabilities to improve their health.
Clothworkers Fund	Capital grant to purchase new IT equipment.

Solihull Action through Advocacy
Notes forming part of the financial statements
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17 Analysis of net assets by fund

	Unrestricted	Restricted	
	Funds	Funds	Total
	£	£	£
Fixed assets	10,219	-	10,219
Debtors	953,509	5,204	958,713
Cash	41,076	-	41,076
Current liabilities	(585,489)	(5,204)	(590,693)
Long term liabilities	(372,144)	-	(372,144)
	<u>47,171</u>	<u>-</u>	<u>47,171</u>

18 Operating lease commitments

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non cancellable operating leases as follows:

	Premises		Office equipment	
	31 March	31 March	31 March	31 March
	2020	2019	2020	2019
	£	£	£	£
Not later than one year	30,644	18,500	2,136	2,136
Later than one year and not later than five years	57,826	27,750	4,806	6,942
Later than five years	12,144	-	-	-
	<u>100,614</u>	<u>46,250</u>	<u>6,942</u>	<u>9,078</u>

19 Controlling party and ultimate controlling party

The controlling party and ultimate controlling party of the charitable company is the Board of Trustees / Directors of Solihull Action through Advocacy.