

REGISTERED COMPANY NUMBER: 04214688
REGISTERED CHARITY NUMBER: 1087399

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020
FOR
DISABILITY ADVICE SERVICE LAMBETH**

DISABILITY ADVICE SERVICE LAMBETH

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for the Year Ended 31 March 2020**

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DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

The Management Committee presents its report and the unaudited financial statements for the year ended 31 March 2020.

Reference and Administrative Information

Charity Name : Disability Advice Service Lambeth
Charity registration number : 1087399
Company registration number : 04214688
Registered Office
and operational address : 336 Brixton Road
London
SW9 7AA

Management Committee

Ebenezer Akinsanmi	Chair
Ray Ludford	Vice-Chair
Trevor Critchley	Treasurer
Michelle Esezobor	Secretary
Isabelle Clement	
Marian Itzin-Borowy	
Judy Fink	
Steven Onasanya	
Jean Barker – appointed 6.12.19	
Munevver Borova – appointed 6.12.19; resigned 29.1.20	
Charles Bosah – resigned 15.8.19	

Company Secretary

Lauren Johnson-King – appointed 1.7.19

Senior Management Team

Lauren Johnson-King	Director
Claire Campin	Advocacy Team Leader
Richard Pargeter	Direct Payments Team Leader
Abs Tripp	Community Development Team Leader

Accountants

Hilary Adams Ltd, Chartered Accountants, 158 High Street
Herne Bay, Kent CT6 5NP

Bankers

NatWest, 504 Brixton Road, London SW9 8EB

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 11 May 2001 and registered as a charity on 6 July 2001.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

Recruitment and Appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association, the members of the Management Committee are elected to serve by the Annual General Meeting for a period of one year, after which they must be re-elected at the next AGM. The members of the Committee, at its first meeting following the AGM, elect officers of the Management Committee. Not less than 51% of the Management Committee must be made up of Disabled people or their carers and this requirement continues to be satisfied by means of recruitment to the Committee of a proportion of former or current service users and other Disabled people interested in the charity's work. Trustee skills audits are used to identify the resources and expertise available within the Committee and gaps are addressed through training and by seeking new members with the requisite experience.

Organisational Structure

The Management Committee in 2019-2020 consisted of nine members who met on six occasions to direct the work of the charity at a strategic and policy level. They also received reports on financial matters and service performance. The Finance and Personnel Sub-Committee was convened as required to address specific funding, financial management and personnel issues.

Day to day responsibility for the operation of the charity is delegated to the Director and, through them, the Team Leaders, who together form the senior management team. The Director is responsible with the Committee for the charity's strategic direction, fundraising and the development of new service areas, for overall service delivery and performance, the management of the senior staff and the Senior Advice Worker and external strategic partnership working. The Director also acts as Company Secretary. Team Leaders, who deputise for the Director as required, deal with the operational delivery of their respective services against contractual or other requirements including quality standards, staff and resource management and service promotion and development, as well as external partnership working within their areas of responsibility and contributing to the corporate work of the charity.

In July 2019, the founding Director of the organisation retired and was replaced by a new Director following a robust recruitment process and period of handover and induction.

Objectives and Activities

The company is a charity whose objects are to assist disabled people living in, or associated with, the London Borough of Lambeth and surrounding areas, so that they may lead active and fulfilling lives.

To achieve these objects, the charity's principal activities are the provision of:

- Information and general advice on all aspects of disability for disabled people including older people with long-term illnesses, carers and professionals;
- Advice casework on welfare benefits, debt, housing and community care for disabled people including mental health service users;
- Professional advocacy on community care (including statutory referrals under the Care Act 2014), health, housing, family problems and safeguarding matters;
- Information, advice, support and training to people interested in, or using, Direct Payments to arrange their own community care services;
- Advice, support and provision of activities to enable more disabled people to engage in sport and physical activity;
- Supported Internships provided for young Disabled people in receipt of an Education Health and Care Plan (EHCP) at a host of arts and culture employers;
- Community development work with local Disabled people and their groups and organisations to support the voice and inclusion of Disabled people;
- Strategic, partnership and social policy work on a range of initiatives and issues affecting Disabled people, including the Lambeth Disability Hate Crime Partnership.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

Objectives and Activities (continued)

How our activities deliver public benefits

In ensuring that the charity's activities undertaken in meeting its objectives have been carried out for the public benefit, the trustees have had regard to the Charity Commission's guidance in this area. In reviewing the charity's performance, the trustees consider the impact of each service, both in terms of outputs and outcomes for individual service users and in influencing the provision that other agencies make for disabled and older people and for carers. They are satisfied that all the services delivered are consistent with, and contribute to, the charity's objectives. Activities are designed to provide interventions that improve the independence, wellbeing and financial circumstances of individual disabled people, their families and their carers and/or prevent the onset of problems for these groups, support them to access their rights, enable them to influence the services and opportunities more widely available to disabled people in Lambeth and support their voice. The section on achievements which follows summarises how each major service delivers benefits and where applicable, the number of beneficiaries in 2019/20.

Achievements and Performance

Connect Lambeth (previously Independent Living and Carers' Partnership)

This was the fifth year of this service for disabled and older people and carers, including young carers, commissioned by Lambeth Council and led by Age UK Lambeth with dasl as a major partner. Collectively, the partners delivered a wide range of information, advice, advocacy, direct payments support, community development, activities, befriending and other support services.

The partnership undertook a rebranding exercise and changed its name to Connect Lambeth, to reflect the expanded role it is taking across health and wellbeing and to better align with the partnerships updated membership, vision and values.

Our specific role continued to be to provide three key services for the Partnership: Professional Advocacy, Direct Payments Support and Community Development for disabled people.

Professional Advocacy

The service provides independent issue-specific advocacy for disabled and older people and carers. We support people in relation to a range of different issues to ensure that they are involved as much as possible in decisions affecting their lives and in key processes, that their views are made known and understood and that their rights are respected.

Our focus continued to be to respond to referrals under the Care Act of those people who have a statutory right to advocacy. We are the main commissioned provider for this service. Overall, in 2019/20, we received 481 requests for support for 368 people. This resulted in 344 referrals (issues) taken on for advocacy (180 of them under the Care Act duty) with a further 137 issues with which people were supported to access other appropriate services instead. There was an overall 5% increase in requests for support accepted compared to 2018/19 but a 10% reduction in Care Act referrals.

In addition to providing advocacy support to individuals key achievements during the year were:

- Supporting the understanding of social care practitioners about their advocacy duties through providing guides, information and training;
- Producing a range of accessible information for service users and the public on topics such as the right to complain, safeguarding and advance care planning;
- Working with partner organisations on the Adult Safeguarding Board's Community Reference Group.

Direct Payments Support Service

The charity continued to deliver this service to a high standard, operating within the ILCP contract.

We provided casework support to 377 people with 475 issues. We responded to 571 one-off enquiries made by phone or email. We provided 125 people with information about Personal Assistant (PA) jobs.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

Direct Payments Support Service (continued)

We received 132 referrals from adult social care teams and 69 from the Children with Disabilities team. We received 129 referrals to support people to set up a direct payment. We worked with employers to support them with 126 PA recruitments, and we developed a recruitment guide to enable employers to develop their skills and independence in recruiting for their care and support staff. We gave advice and support on 25 staff management issues including on using disciplinary, redundancy and grievance procedures.

We held 11 peer support group sessions with 84 people attending in total over the course of the year. Our peer support group had the opportunity to engage with senior managers from Lambeth adult social care teams to share their experiences of direct payments and respond to changes implemented in Lambeth's direct payments policy and processes.

We worked with the local authority to develop and deliver eight training sessions for social work staff on personal budgets, direct payments, the Direct Payments support service and how to make the new policy and process work effectively.

The charity was again successful in securing a grant from Skills for Care to deliver training to individual employers and 24 people accessed a one of two 5-week training programmes and a number of separate modules on key topics. This included a Train the Trainer course, to give employers the skills to support the charity to delivery training to peers, social workers and community groups in the future.

Community Development with Disabled People

This service enables the charity to use its reputation and expertise as Lambeth's leading pan-impairment Disabled People's Organisation to find creative ways to develop, improve and influence services and to address issues such as access barriers and social isolation, working with, and in support of, Disabled people and small disability community groups.

Our weekly radio show, 'Smashing Records' continued on Resonance FM. The Community Development Team Leader coordinated this work, and built a team of volunteer hosts who took responsibility for planning and presenting the programme. The radio show has given a showcase for a wide range of Disabled people talk about their experiences as guests.

The London Stroke Choir continued successfully, involving up to 25 stroke survivors, mainly from Lambeth and Southwark but with some travelling from other London boroughs. We fund the cost of the Choir coordinator and some of the running costs and we were again grateful for the support of Morley College, which provides free rehearsal space and shares the cost of the musical director.

During the year, the service continued to work with the Council's Policy and Communications team to support engagement of Disabled people in the Council's plans to improve its involvement and consultation processes.

Outside the ILCP funded services, the charity also delivered a number of other vital and well-used projects:

Specialist Advice Service

The service continued as a vital part of the charity's offer and completed the first of a three-year Trust for London grant. During the year, 161 clients received casework with 368 legal issues. The service continued to support people up to tribunal level and achieved an 87% success rate in achieving outcomes for clients and supporting them to achieve financial awards of just under £600,000.

The Trust for London funding enabled the charity to fund the cost of our enquiry line, which provided one-off advice and information to 352 clients in 2019/20.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

Intosport Project

2019/20 was the final year of a three-year programme of the Get Out, Get Active (GOGA), funded by Spirit of 2012. This is a national project with a focus on Disabled and non-disabled people enjoying sport and physical activity together. The Council designated the charity as the lead Lambeth partner for GOGA with additional responsibilities for holding the budget and coordinating the overall programme. From September 2020, the Intosport project was funded by the Greater London Authority's Active Londoners funding programme.

In 2019/20 dasl supported 180 Disabled people to be more active and delivered 137 sessions with support from 13 volunteers.

The charity provided two supported swimming group, supported ice-skating, a popular multi-sport session and sensory dance sessions. We developed a new sensory movement for people with profound and multiple learning disabilities in conjunction with Lambeth Walk day centre. We provided taster supported gym and yoga sessions as well as starting a weekly women's only Boxercise class.

The charity supported two students from Orchard Hill College with a two months' work placement with the Intosport project. The students were keen to develop skills using Microsoft Office Package and were set tasks to complete such as completing surveys with participants and inputting data into Excel.

Supported Pathways to the Creative Industries

In September 2019, the charity started its first project focusing on employment opportunities for young Disabled people. Working in partnership with Lewisham College, Inclusion London and a range of arts and culture employers, including The National Theatre, Royal Opera House, BFI, Roundhouse, Shakespeare's Globe and Natural History Museum, we provided job coach support to 10 young people aged between 18-24 on work placements across the employer sites, building work skills, confidence and communication skills.

Disability Hate Crime

We continued to chair and coordinate the Lambeth Disability Hate Crime Partnership, working with other voluntary organisations and Council and Metropolitan Police representatives, who met monthly as a working group.

A one-year grant from the Mayor's Office for Policing and Crime ended in July 2019 and without further funding, we were unable to continue to offer Hate Crime Advocacy and Outreach support.

We held a sixth successful annual event for Disabled people during National Hate Crime Awareness Week in October 2019 held at Pop Brixton, and with a number of Disabled speakers. We were also involved in a number of meetings of Inclusion London's Disability Hate Crime Partnership and the HEAR Network to bring together information and issues across hate crime strands and plan responses to the increasing number of hate crime incidents and crimes.

This year we worked with M&C Saatchi and the Home Office, through the latter is Building a Stronger Britain Together programme to deliver a new website, communications materials and training for the charity's staff.

Financial Review

The charity experienced another challenging financial year but was able to reduce costs significantly so that an original projected deficit of was eventually significantly reduced. The Committee made a cost of living award to staff in recognition of their contribution and commitment to the organisation.

Overall income for the year was £540,605 (2019 £450,166) with expenditure of £517,974 (2019 £438,245). As a result, a surplus on the year of £22,631 resulted (2019 £11,921). However, some £26,000 of income received during the year was carried forward for use in 2020/21 so the 'real' outcome was a deficit on funding relating strictly to the year of £3,369.

The total funds carried forward were £190,365 (2019 £167,734) of which £141,733 (2019 £145,106) was unrestricted.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

Principal Funding Sources

The charity's principal funder continues to be Lambeth Council for those services being delivered through the Independent Living and Carers' Partnership. The Council also provided a small grant towards the delivery of the Intosport activities programme.

The other significant funders in 2019/20 were Spirit of 2012 (via Lambeth Council) for the Intosport project's Get Out Get Active programme and the Greater London Authority's Active Londoner's programme for Intosport activities provided after September 2019. Our Advice Service was funded by Trust for London. We were selected as one of the Co-op Community Fund's partner organisations across five stores in North Lambeth, which raised valuable donations for the London Stroke Choir. In addition, individual employers using Direct Payments and Personal Assistants were able to access training funded through a Skills for Care grant to the charity.

The charity also generates income from lettings of its meeting room to other organisations. These offset, as far as possible, the cost of renting this space from the landlord, Lambeth Accord.

In addition to cash income, we benefit from invaluable in-kind support from GLL Better and Surrey Cricket Foundation for our Intosport project and from Morley College for the London Stroke Choir.

Risk Management

The Management Committee continues to update its assessment of the major risks to which the charity is exposed, particularly in relation to those which could, if they occurred, have a serious impact on its financial stability, operational effectiveness or reputation and, thus, its ability to achieve its aims and objectives.

The Committee regularly reviewed and updated the comprehensive Risk Register, which is used to assess and weight risk in terms of likelihood and impact, responding to identified issues arising in the areas of governance and strategy, finances, operations, external environment and legal compliance.

Systems of internal control remain effective and these include an annual budget approved by the trustees, quarterly reporting of financial results, variances from budget and forecasts, and clear arrangements for authorisation and delegation of decisions on expenditure.

The business continuity plan was maintained and updated and the charity ensured that it was fully compliant with the General Data Protection Regulations introduced in May 2018 by reviewing all aspects of its data protection and confidentiality policies, procedures and systems and adopting a new Information Governance Policy to cover all the required areas.

Reserves Policy

The Management Committee's priorities are to protect the essential services the charity delivers to its client groups and to enable it to comply with requirements under employment legislation in the event of significant unplanned reductions in funding. In developing its business planning the Committee has considered the level of reserves that are needed to enable it to manage areas of identified risk and to invest in projects that will enhance its work and help position the charity favourably in relation to new funding opportunities.

The Committee's overall policy is a target for unrestricted reserves that would provide for at least six months operating costs. With the need to draw on these in order to sustain key but underfunded services for a number of years, the level of reserves has fallen significantly below the target. Unrestricted reserves (£141,733) fell below this level by 45% at the end of financial year 2019/20 and the charity enters 2020/21 with an initial deficit budget in the order of £34,000.

Given the already very challenging national and local financial climate, now exacerbated by the impact of Covid-19, it will be essential that the reserves policy is kept actively under review alongside new fundraising outcomes and this will be a key element of the monitoring of the charity's financial situation through the Risk Register.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2020

Plans for Future Periods

The charity was pleased to work with Independent Living and Carer's Partnership (ILCP) partners to agree a contract extension with the local authority for the further five years. It is expected that there will be a review of the services provided within this partnership to ensure they continue to meet the needs of local people.

Connect Lambeth will be expanding in 2020 to include two new partner organisations: POhWER and Community Support Network South London (CSNSL). The charity will be working closely together with these new partners to provide a new integrated advocacy service, which will enable the provision of all strands of both statutory and community advocacy. The charity will be providing the initial response to referrals and enquiries for the new service, which will enable us to provide a local, holistic response.

We ended this financial year just as the country was plunged into lockdown because of the threat of Covid-19. The charity took a number of swift steps to enable all staff to work from home and to allow our services to continue to provide support to those who needed it. We were forced to suspend face-to-face provision of services, which has long been the backbone of our work, and replaced this with new and innovative methods of service delivery, including using video conferencing and remote systems.

The charity is aware that the impact of this global pandemic will have consequences for the financial, strategic and operational position of the organisation as we move into 2020-21, and the final year of our three-year strategic plan. The charity recognises the need to be responsive to the needs of Disabled people in this challenging time and has revised its strategic position to enable us to find different ways of working, and develop new sources of funding for this work.

Responsibilities of the Management Committee

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Management Committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's accountants are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's accountants are aware of that information

DISABILITY ADVICE SERVICE LAMBETH

**REPORT OF THE MANAGEMENT COMMITTEE
for the Year Ended 31 March 2020**

Accountants

The accountants, Hilary Adams Ltd, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

The report has been prepared in accordance with the provisions of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

Approved by the Management Committee on 28/10/20 and signed on its behalf by:

Trevor Critchley
Treasurer

Date:

11/11/20

DISABILITY ADVICE SERVICE LAMBETH

**STATEMENT OF FINANCIAL ACTIVITIES
(Including Income and Expenditure Account)
for the Year Ended 31 March 2020**

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Incoming resources:					
Voluntary Income:					
Donations & grants	4	900	93,468	94,368	120,096
Lambeth funding contracts		317,406	37,431	354,837	317,310
Activities for generating funds:					
Investment Income	3	159	-	159	101
Incoming resources from charitable activities:					
Other Income		91,241	-	91,241	12,659
Total incoming resources		409,706	130,899	540,605	450,166
Resources expended					
Costs of generating funds:					
Costs of generating voluntary income		-	-	-	-
Charitable activities		408,446	109,528	517,974	438,245
Total resources expended	2	408,446	109,528	517,974	438,245
STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES					
Net incoming resources before other recognised gains (net income for the year)					
		1,260	21,371	22,631	11,921
Transfer depreciation reserve		-	-	-	-
Transfer reserves		(4,633)	4,633	-	-
Other recognised gains					
Gain on revaluation of investments		-	-	-	-
Net movement in funds		(3,373)	26,004	22,631	11,921
Total funds brought forward		145,106	22,628	167,734	155,813
Total funds carried forward	12	141,733	48,632	190,365	167,734

Movements in funds are disclosed in Note 12 to the financial statements.

The notes form part of these financial statements

DISABILITY ADVICE SERVICE LAMBETH (REGISTERED NUMBER: 4214688)

STATEMENT OF FINANCIAL POSITION
31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
FIXED ASSETS					
Tangible assets	9	2,469	550	3,019	1,379
CURRENT ASSETS					
Debtors	10	15,048	-	15,048	13,033
Cash at bank and in hand		<u>170,097</u>	<u>48,082</u>	<u>218,179</u>	<u>154,708</u>
		185,145	48,082	233,227	167,741
CREDITORS					
Amounts falling due within one year	11	<u>(45,881)</u>	-	<u>(45,881)</u>	<u>(1,386)</u>
NET CURRENT ASSETS		<u>139,264</u>	<u>48,082</u>	<u>187,346</u>	<u>166,355</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>141,733</u>	<u>48,632</u>	<u>190,365</u>	<u>167,734</u>
NET ASSETS		<u>141,733</u>	<u>48,632</u>	<u>190,365</u>	<u>167,734</u>
FUNDS	12				
Unrestricted funds				141,733	145,106
Restricted funds				<u>48,632</u>	<u>22,628</u>
TOTAL FUNDS				<u>190,365</u>	<u>167,734</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

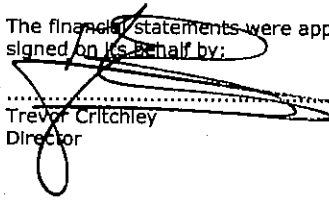
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements were approved by the Board of Directors on 28/10/2020 and were signed on its behalf by:


 Trevor Critchley
 Director

11/11/2020

The notes form part of these financial statements

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2020**

1. STATUTORY INFORMATION

Disability Advice Service Lambeth is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

Turnover

Turnover represents grants and contract funding payments received.

Tangible fixed assets

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

Plant and machinery etc	- 33% on cost, 20% on cost
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Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Grants and contract funding payments are recognised when receivable;
- Investment income is included when receivable.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT and is reported as part of the expenditure to which it relates:

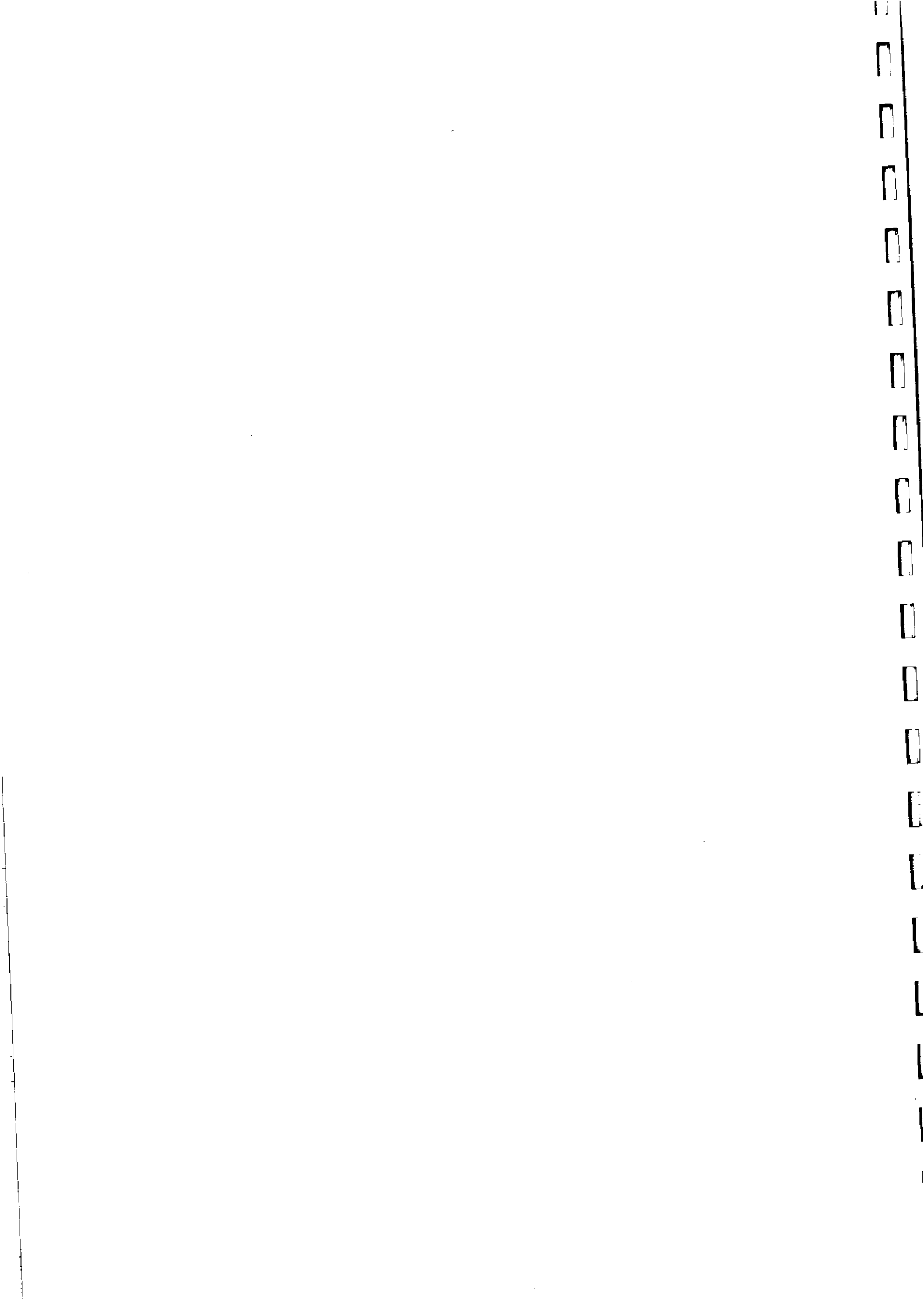
- Costs of generating funds comprise the costs associated with both the costs of attracting the income and those of providing the facilities to generate the income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

DISABILITY ADVICE SERVICE LAMBETH

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

2. Total Resources Expended

	Disability Hate Crime Project		Direct Payments Support Training		Stroke Choir		Specialist Advice Services		Into Sport Project		Professional Advocacy		Development Projects		Community Development		Supported Employment		Mayoral Election Fund		2020 Total		2019 Total		
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
Costs directly allocated to activities																									
Staff costs	6,722	135,104	5,795	38,431	23,882	115,015	-	-	-	-	44,162	50,051	1,031	420,193	1,112	1,358	353,236								
Committee costs	-	363	18	93	65	277	-	-	-	-	92	204	-	-	-	-	1,358								
Activity costs	630	3,960	800	1,840	9,888	681	-	-	-	-	276	167	403	18,645	-	-	19,797								
Support costs allocated to activities																									
Establishment costs	894	11,480	688	2,570	2,040	7,809	20,178	2,603	1,236	49,656	39,960														
General office expenses	458	7,964	547	2,555	1,862	5,905	-	-	-	1,932	5,273	22	26,518	21,284											
Fees & finance charges	15	146	12	38	30	215	-	-	-	41	48	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation	194	24	2	67	221	16	776	5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total resources expended	8,913	159,041	7,872	45,594	37,988	129,918	20,954	49,111	56,979	1,604	517,974	438,245													



DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS – continued
for the Year Ended 31 March 2020**

3. INVESTMENT INCOME

	31.3.20	31.3.19
Deposit account Interest	£	£
	<u>159</u>	<u>101</u>

4. INCOMING RESOURCES FROM ACTIVITIES TO FURTHER THE CHARITY'S OBJECTS

	Unrestricted	Restricted	2020 Total	2019 Total
	£	£	£	£
London Borough of Lambeth	317,406	37,431	354,837	317,310
Sport England	-	-	-	-
Trust for London	-	71,174	71,174	35,000
Other	<u>92,300</u>	<u>22,294</u>	<u>114,594</u>	<u>97,856</u>
	<u>409,706</u>	<u>130,899</u>	<u>540,605</u>	<u>450,166</u>

5. STAFF COSTS

	31.3.20	31.3.19
Wages and salaries	£	£
Social security costs	372,796	317,298
Pensions	30,725	25,440
Other staff costs	11,479	7,895
	<u>5,192</u>	<u>2,603</u>
	<u>420,192</u>	<u>353,236</u>

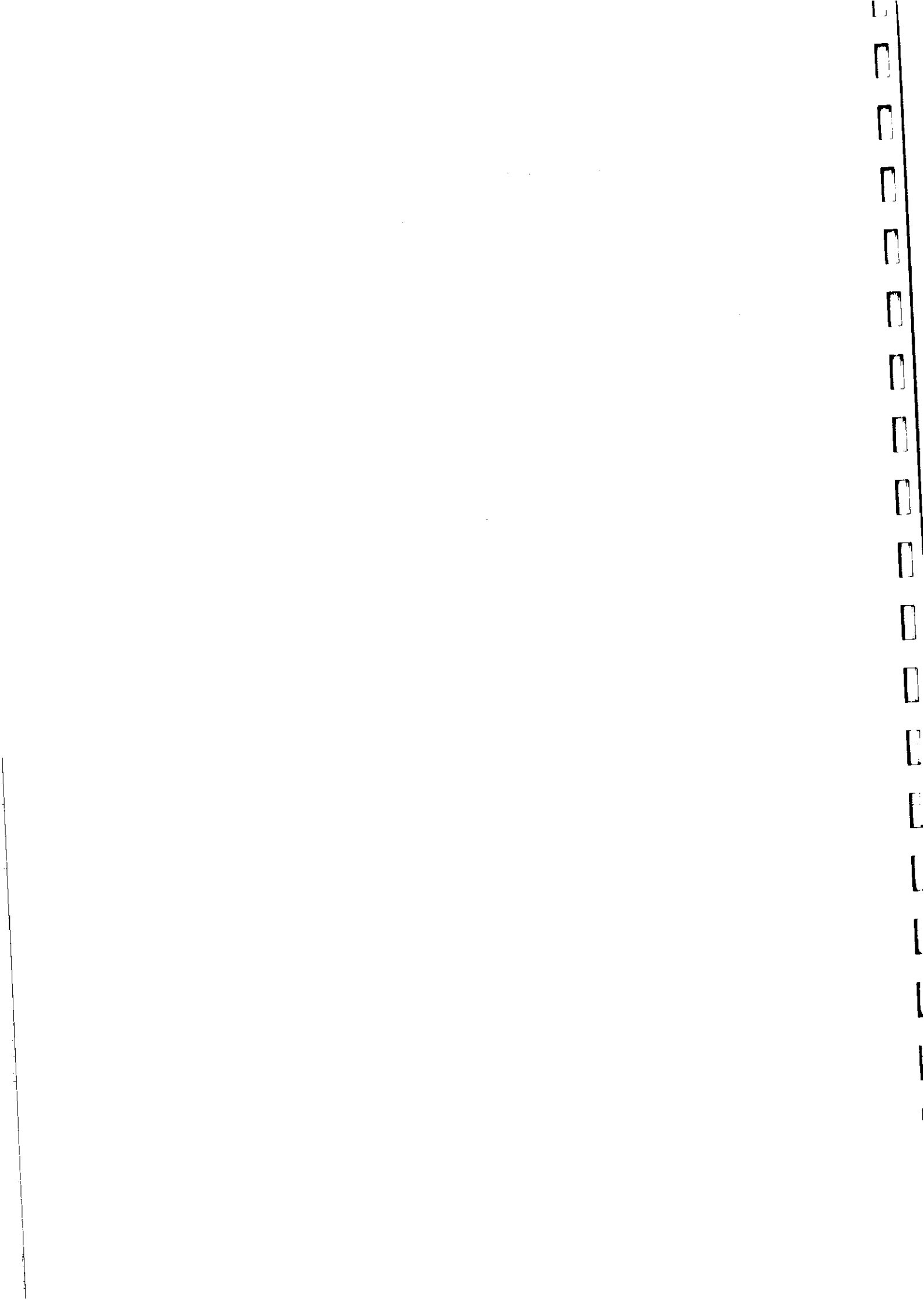
No employee received emoluments of more than £60,000.
The average monthly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	31.3.20	31.3.19
Manager	1	1
Direct	<u>15</u>	<u>10</u>
	<u>16</u>	<u>11</u>

6. NET INCOMING (OUTGOING) RESOURCES

The operating surplus/(deficit) is stated after charging:

	31.3.20	31.3.19
Depreciation - owned assets	£	£
Auditors' remuneration	1,306	1,393
	<u>-</u>	<u>-</u>
Directors' remuneration and other benefits etc	<u>-</u>	<u>-</u>



DISABILITY ADVICE SERVICE LAMBETH

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

7. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

8. TAXATION

As a charity, Disability Advice Service Lambeth is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

9. TANGIBLE FIXED ASSETS

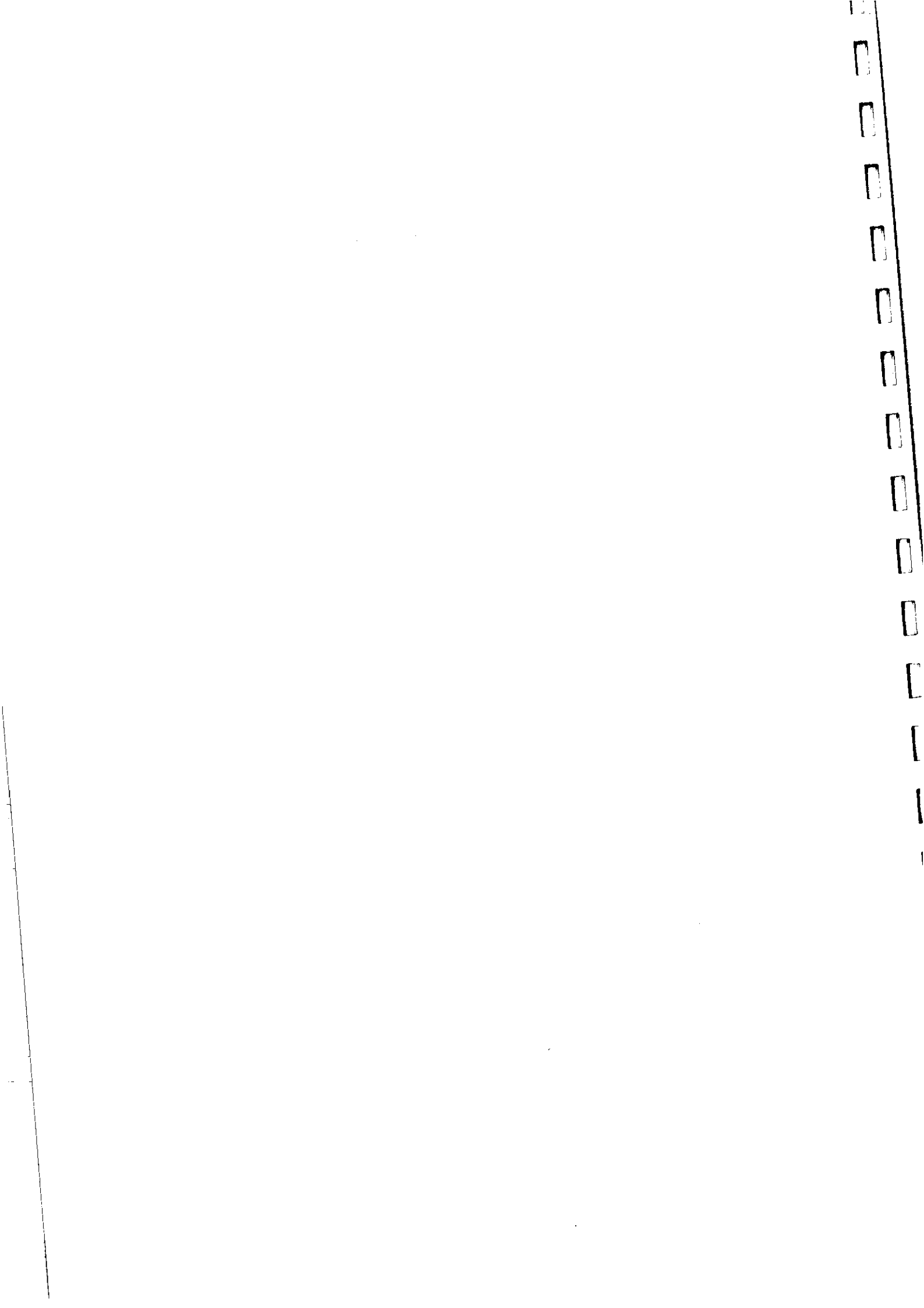
	Plant and machinery etc £
COST	
At 1 April 2019	
Additions	39,839
At 31 March 2020	<u>2,946</u>
DEPRECIATION	
At 1 April 2019	
Charge for year	42,785
At 31 March 2020	<u>38,460</u>
NET BOOK VALUE	
At 31 March 2020	<u>39,766</u>
At 31 March 2019	<u>3,019</u>
	<u>1,379</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20 £	31.3.19 £
Trade debtors	629	574
Prepayments and accrued income	12,883	-
Other debtors	<u>1,536</u>	<u>12,459</u>
	<u>15,048</u>	<u>13,033</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20 £	31.3.19 £
Trade creditors	938	-
Other creditors	2,601	-
Accruals and deferred income	<u>42,342</u>	<u>1,386</u>
	<u>45,881</u>	<u>1,386</u>



DISABILITY ADVICE SERVICE LAMBETH

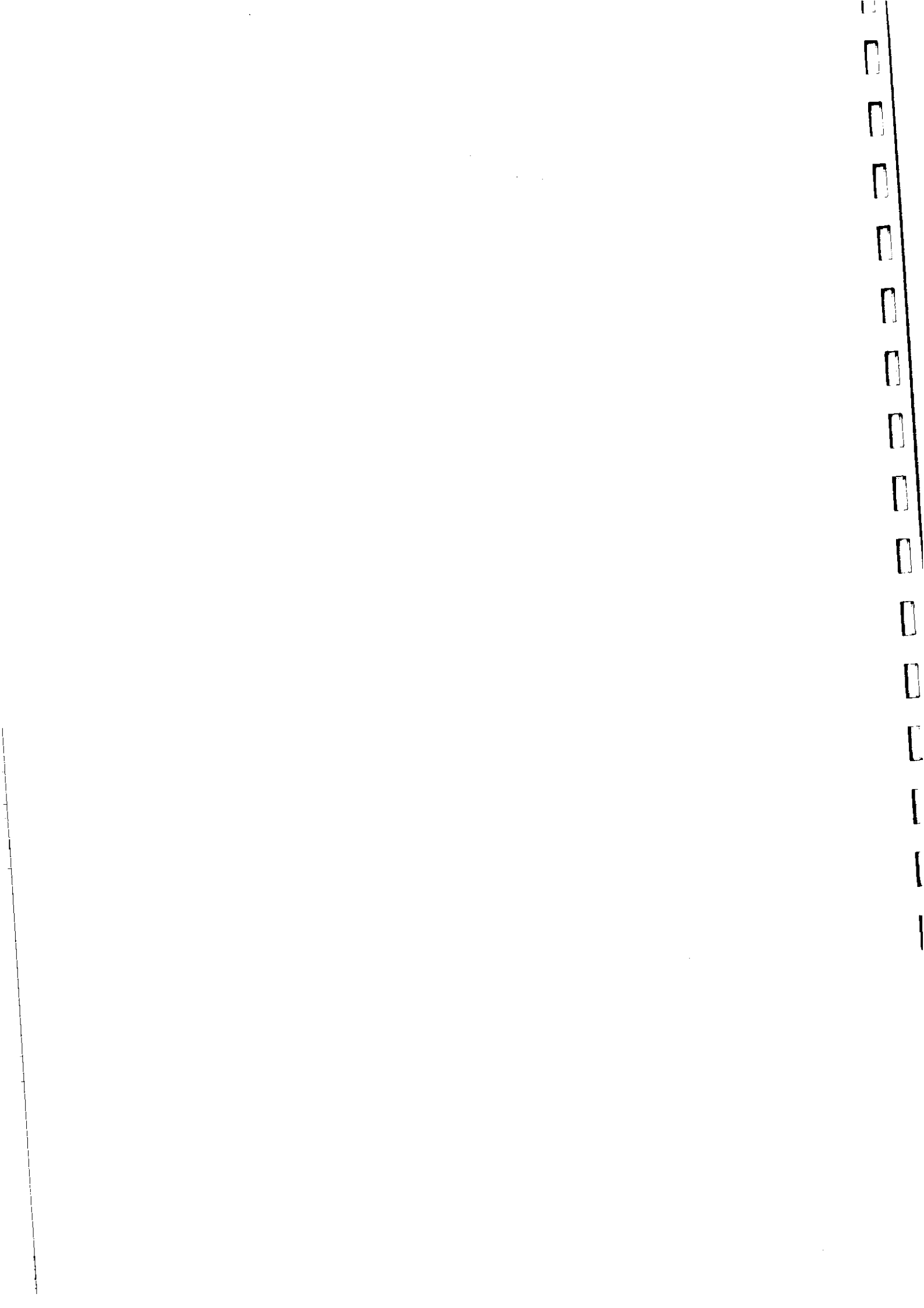
**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2020**

12. Movement In Funds

	At 1.4.19 £	Net movement in funds £	Reserve transfers £	At 31.3.20 £
Unrestricted				
General Fund	145,106	1,260	(4,633)	141,733
Restricted				
Disability Hate Crime Project	8,948	(8,913)	(35)	-
Stroke Network	4,643	(4,844)	201	-
Direct Payments Support Training Into Sport Project	-	(4,467)	4,467	-
Specialist Advice Service	234	16,519	-	16,753
Mayoral Election Fund	8,098	19,856	-	27,954
Depreciation Reserve	-	3,220	-	3,220
	705	-	-	705
	<u>22,628</u>	<u>21,371</u>	<u>4,633</u>	<u>48,632</u>
Total Funds	167,734	22,631	-	190,365

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted			
General Fund	409,706	(408,446)	1,260
Restricted			
Disability Hate Crime Project	-	(8,913)	(8,913)
Stroke Network	-	(4,844)	(4,844)
Direct Payments Support Training Into Sport Project	6,118	(10,585)	(4,467)
Specialist Advice Service	54,507	(37,988)	16,519
Mayoral Election Fund	65,450	(45,594)	19,856
	4,824	(1,604)	3,220
	<u>130,899</u>	<u>(109,528)</u>	<u>21,371</u>
Total Funds	540,605	(517,974)	22,631



DISABILITY ADVICE SERVICE LAMBETH

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

12. MOVEMENT IN FUNDS(cont)

Development Projects

Used for income from consultancy projects and income from room lettings.

Disability Hate Crime Project

Completion of the one year grant from the Mayor's Office for Policing and Crime taken up from July 2018, ending June 2019. The grant funded the salary of an advocacy worker, activity costs and support for the Lambeth Disability Hate Crime Partnership.

Direct Payments Support

Information, advice, training and peer support opportunities for people who wish to use direct payments to manage their own care and support. This service is part of the Independent Living and Carers Partnership (ILCP) and is funded through a single contract with Lambeth Council which is held by Age UK Lambeth.

Professional Advocacy

Professional advocacy for Disabled and older people and carers including statutory advocacy provided under the Care Act 2014 duties. This service forms part of the Independent Living and Carers' Partnership contract.

Into Sport Project

Support for Disabled people to become more involved in sport and physical activity. The third year grant of a three year project: Get Out, Get Active, funded by Spirit of 2012, together with a supplementary grant from Lambeth Council and a grant from the Greater London Authority's "Active Londoners" fund.

Stroke Network Project

Donations which fund the costs of the London Stroke Choir, including from the Coop Community Fund.

Specialist Advice Service

Provision of a specialist advice service for Disabled people with particular focus on mental health service users. The first year of a three year grant from Trust for London.

Community Development - Disabled People

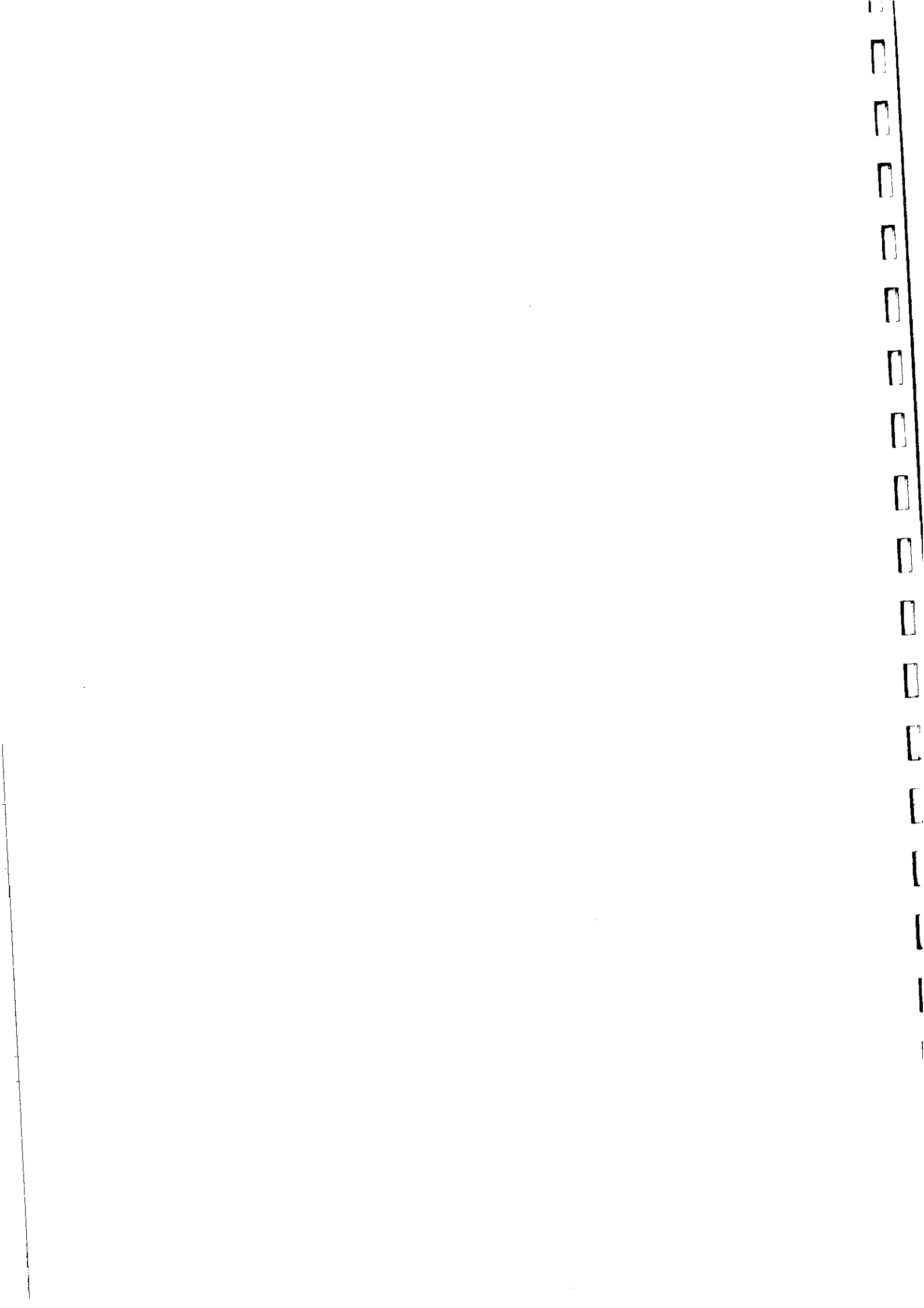
Part of the Independent Living and Carers Partnership contract. The service works with individual Disabled people, disability groups, other community organisations and Lambeth Council to address access barriers, make services more inclusive, create new social opportunities and support Disabled people's voice on local and national issues of importance to them.

Direct Payments Support Training

Training provided to individual employers in receipt of a Direct Payment funded from a grant provided by Skills for Care.

Mayoral Election Fund

A one-year grant from Trust for London to raise the profile of the Mayoral and London Assembly elections scheduled in May 2020.



**CHARTERED ACCOUNTANTS' INDEPENDENT EXAMINER'S REPORT
TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
DISABILITY ADVICE SERVICE LAMBETH**

We report on the accounts of the company for the year ended 31 March 2020, which are set out on pages 10 to 17.

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 trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- 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
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

Our 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 our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Hilary Adams
Hilary Adams Ltd
Chartered Accountants
158 High Street
Herne Bay
Kent
CT6 5NP

Date: *17/11/20*

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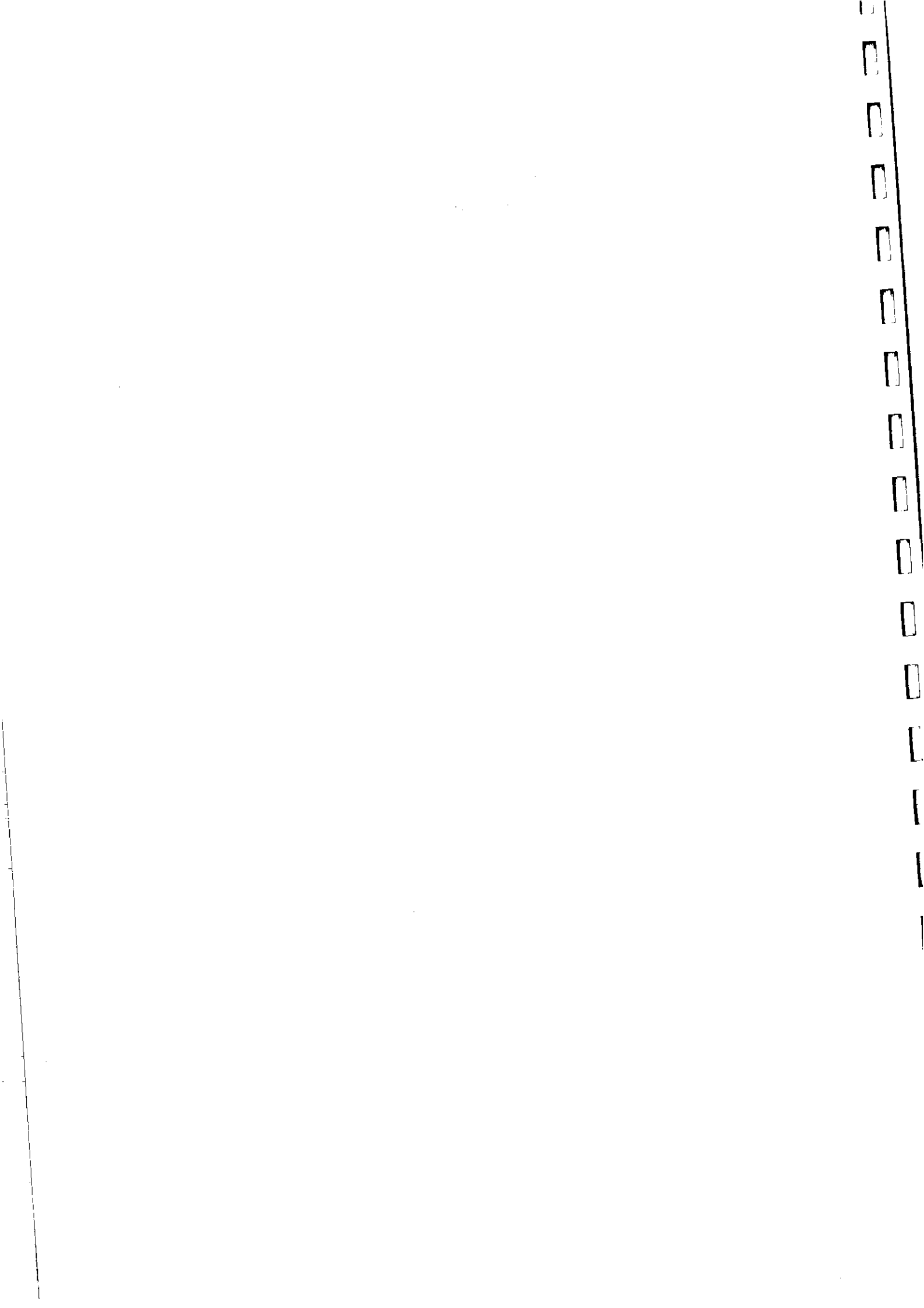
DISABILITY ADVICE SERVICE LAMBETH

**DETAILED INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 31 March 2020**

	2020		2019	
	£	£	£	£
TURNOVER				
Lambeth funding contracts				
Other Income		354,837		317,310
Trust grants		91,241		12,659
		<u>94,368</u>		<u>120,096</u>
		540,446		450,065
STAFF COSTS AND EXPENSES				
Wages and salaries				
Employers NI	372,796		317,298	
Employers pensions	30,725		25,440	
Training	11,479		7,895	
Staff travel	720		1,285	
Other staff costs	1,050		724	
	<u>3,422</u>		<u>594</u>	
		<u>(420,192)</u>		<u>(353,236)</u>
GROSS SURPLUS				
Administrative Expenses		120,254		96,829
Rent				
Repairs and renewals	48,456		38,706	
Recruitment	-		66	
Software & maintenance	743		2,483	
Insurance	3,206		1,801	
Post and stationery	1,201		1,188	
Advertising	4,107		5,262	
Other activity costs	-		682	
Subscriptions	15,150		12,741	
Meeting costs (activity)	1,276		2,127	
Venue hire	648		1,400	
Volunteers	-		852	
Communications	1,571		1,995	
Payroll costs	2,485		2,177	
Accountancy fees	1,286		1,056	
Consultancy fees	1,386		1,386	
Bank charges	13,119		6,854	
Just giving charges	239		281	
Bad debts written off	216		216	
	90		720	

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DISABILITY ADVICE SERVICE LAMBETH

**DETAILED INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 31 March 2020**

Depreciation of plant and machinery	329	329
Depreciation of fixtures and fittings	814	225
Depreciation of computer equipment	163	839
Sundry expenses	185	265
Meeting costs	87	125
Travelling & subsistence	-	170
AGM costs	-	170
	<u>1,025</u>	<u>1,063</u>
	<u>(97,782)</u>	<u>(85,009)</u>
OPERATING SURPLUS		
Other Interest receivable and similar income	<u>22,472</u>	<u>11,820</u>
Bank Interest receivable	159	101
SURPLUS FOR THE FINANCIAL YEAR	<u>22,631</u>	<u>11,921</u>

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