

Annual Report

2015-2016

Home StART

Support and friendship
for families

Home-Start Barnet



"My volunteer was prepared to understand my situation without judgement."
(Supported Family)

"Home-Start gave me back my life, by building my confidence and opened my mind to so much. I have learnt so much about other races and religions."
B (Volunteer)

"It was very fun and entertaining. Me and my sisters loved the seaside" (Hillary, 11, after beach trip)



Home-Start Barnet Company no. 5379764 / Charity no. 1109550
Avenue House, Stephen's House & Gardens, 17 East End Road, Finchley, London, N3 3QE
Tel: 020 8371 0674 | Email: admin@homestartbarnet.org | Website: www.homestartbarnet.org
Barnet Patron: Martin H. C. Russell, FCT, Deputy Lieutenant of Greater London



Family Support in Barnet

Suzanne Foreman: Family Support Manager

Our amazing troupe of volunteers supported 121 families, and 303 children with multiple issues, including housing, poverty and domestic violence. Poor physical and mental health affects many families we support resulting in isolation and low confidence. A good dose of Home-Start support makes such a difference, improving the lives of both parents and children!

Community Coaching

Leonie Hanson: Project Coordinator

We had a busy and successful final year of our three-year Community Coaching contract, supporting more than 80 families with 178 young people and 23 children. There were many issues around housing, immigration and benefits and we worked together with various other organisations to help alleviate some of the stresses.

Mental ill-health, domestic violence and housing were key underlying issues amongst these families and our Community Coaches received additional training so as to more effectively support them.

Volunteering

Luci Yellon: Volunteer Manager

Our home-visiting volunteers give their time, commitment and care to so many vulnerable families in Barnet and Harrow, helping parents cope and thrive, and making a real difference to the lives of local people. We are extremely grateful to all of our wonderful volunteers; without them, there would not be a Home-Start in Barnet and Harrow. We also have a small group of volunteers working in 'The Loft' our charity shop in East Barnet Village and in our office, performing a variety of administrative duties. We are extremely grateful to all of our wonderful volunteers, without them there would not be a Home-Start Barnet/Harrow.



The Loft, a Charity Shop with a difference...

Helen Andronicou: Manager

The Loft, our East Barnet Village charity shop, has enabled a number of women from our supported families to progress to volunteering in the shop. The experience they gain increases their skills, builds self-confidence and is a stepping-stone towards paid employment.

healthwatch

Barnet commissioned HSB to capture the views of young parents and families on their experience of Barnet dental services.

Our survey highlighted that whilst the parents value annual dental checks brushing of teeth, there is still a lack of awareness of the link between a high sugar diet and poor dental health. Our report also highlighted the need to raise the importance of regularly taking children to the dentist from an early age.



Family Support in Harrow

Gilly Chowdry - Project Coordinator

We supported 32 Harrow families during this past year, with the help of 20 Harrow volunteers and 2 student social workers. One of our families so appreciated her volunteer, **Sheila Jowers**, they successfully nominated her for a Harrow Heroes award. Sheila received the **Inspiring Volunteer Award** – the clue is in the title!

Another of our Harrow families, feeling that there was insufficient support for parents of Down's Syndrome children, set up fortnightly Early Years sessions at her local children's centre, specifically for these young children.



Sheila Jowers & Gilly Chowdry



Home from Home Family Group

Home from Home Family Group

Cathy Kirkman: Group and Family Coordinator

Our Home from Home family group provides a relaxed but safe environment where parents can bring their pre-school children to socialise with families from the Grahame Park community. They receive a light, nutritious breakfast and the children engage in fun, well planned activities, so important for child development, together with social skills to help them be 'school ready'.

Women's Support Group

Suzanne Foreman: Family Support Manager

The Women's Support Group is a therapeutic 8-week programme for women who have experienced domestic abuse, delivered in partnership with LBB. We delivered six programmes from two children's centres in Barnet, reaching 56 mums and 104 children. By the end of the course, the women have built up a strong support network together, feel less isolated, more confident, more emotionally connected to their children, and ... **empowered!**

Did you know?

We're delighted to share that in March of this year we successfully achieved **Investors in People** (IiP) accreditation. The core foundation of people management excellence, the Standard, is a benchmark for any well-run organisation. Every participating organisation must meet 39 evidence requirements from the core framework, **and we did!**



**INVESTORS
IN PEOPLE**



Money Smart

Corinne Comerford: Project Coordinator

This 12-month pilot trained volunteers and low-income families to be 'money smart', avoid debt and financial distress. It follows the **QSA Made of Money programme**.

Ten volunteers and 22 families accessed the programme. 85% now feel less anxious talking about money, and think and plan before making financial decisions. Participants are also more

"I learned how to talk to my children about money. A wonderful and interesting course" Asha

"I enjoyed today's session because I learned what could be the consequence of not paying your debts and bills." Sara.



confident about saying "No" to children for unnecessary items. Three quarters of them reduced their weekly shopping bill by £5 to £26!

Southend-on-Sea is a great place to visit. Love the trips; very well organised! Thank you for a lovely day.



Southend-on-Sea Family Trip

Grace Hosken: Admin Officer

The weather was great for our day out and, as many of the families had not been to the seaside before, they were very excited.

The trip gave children who rarely access this type of activity an opportunity to benefit from the fun and excitement, stimulation and sheer pleasure of a day at the seaside. They had so much to do and see in the arcades and rides.

Even shy children tried as many rides as their parents could afford.

Parents and carers rarely able to afford such trips loved the experience and got so much from being with other parents, sharing food and getting to know each other.



providing a therapeutic support group for children between the ages of seven to ten years, who have experienced, or are experiencing, domestic abuse.

Therapeutic Play

Trupti Kavia: Operations Manager

Every Step Matters are proud and privileged to be working with Home-Start Barnet in



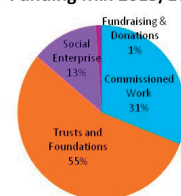
This year Home-Start Barnet...

distributed 153 food bank vouchers valued at £3060 across Barnet, Harrow and Enfield.

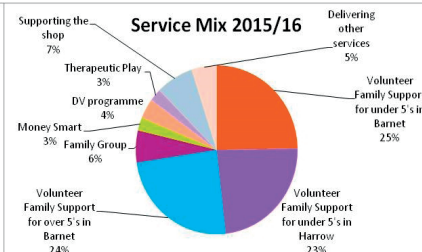
and made 15 successful funding applications to:

- **Buttle Trust's Anchor Project** who donated £1680 for home furnishings, sporting activities and children's clothing for women and children who had experienced domestic abuse.
- **The Lord Mayors Fund:** donated £1380 for school uniforms, and £1000 for two washing machines.
- **Newby Trust:** donated £520 for school uniforms and a carpet for one of our families.
- **The Family Fund:** paid for a laptop for one disabled child and football kit for another.
- **The Greek Women's Philanthropic Organisation:** donated five ASDA vouchers worth £150 at Xmas for families in need, with no recourse to public funds.
- **Al-Mizan Charitable Trust:** donated 10 baby boxes worth £600, for new mums.
- **Jesus House Church:** donated Christmas hampers worth £1000 for 40 families.
- **Barnet Football Club:** donated match tickets worth £200 to two families, a good bonding experience!
- The **Volunteer Anything Scheme:** gave three families tickets worth £100 for a show at a local cinema.
- **Family First Nights:** donated theatre tickets worth £400 to two families - for one of them this was their first time.
- **Waitrose Community Matters** raised £750 in their Mill Hill and Temple Fortune supermarkets.

Funding Mix 2015/16



Service Mix 2015/16



Fundraising

- Our Winter Penny Collection at The Spires raised £1086
- Andrew Barron-Williams (husband of trustee Helen) raised £759 through **Virgin Money Giving** by running the Cardiff Half Marathon
- Our Community Coaching coordinator, Leonie Hanson, and our volunteer, Gavin Walker, completed the Royal Parks Half Marathon and raised £1304 for HSB through Virgin Money Giving.
- The Loft Charity Shop's Pampered Chef Evening £361
- Our family group worker, **Huma Imam**, raised £265 to buy shopping vouchers for 20 families, and successfully applied to **Bestway Cash & Carry** for donations of Easter eggs (£150), and food and drinks for the Family Group's Christmas party.



Chair's Report - Julia Roberts

Wow, I can't believe another year has whizzed by and we are once again producing our annual report!

Home-Start Barnet has had an exciting and productive year. We've won some interesting new contracts, gained some highly professional new staff, achieved the Investors in People kite mark and carried out an Organisational Strengths Review funded by the Big Lottery.

We also have a new treasurer on board, Raphael Harris, who is doing an amazing job, giving sound measured advice and support when it's needed.

Our service delivery in Harrow continues to grow and thrive and we are now in a good position to support more vulnerable Harrow families.

As always, I would like to pay tribute to the amazingly skilled, loyal and resilient staff team who without fail, rise to any challenge that is thrown at them – and as an innovative organisation with a dynamic leader, that is fairly often!

A special thanks to Our Funders

We would particularly like to express our thanks to our funders, the **London Borough of Barnet**, **John Lyon's Charity**, **The Henry Smith Charity**, **The Big Lottery Fund**, **Hadley Trust**, **Jesus Hospital Charity**, **Kelly Family Charitable Trust**, **BBC Children in Need**, **Healthwatch Barnet**, **University of Hertfordshire**, **The Mercer's Company** and **Barnet and Southgate College** without whose support we could not support as many families in Barnet and Harrow.

Patron's Letter

Martin H.C. Russell, FCT

Under Kirpal's inspired, dedicated leadership, Home-Start volunteers and staff continue to provide certainty and high-quality support to a growing number of families in Barnet, and now also in Harrow – our reputation and our responsibilities spread.

Thanks are due to our diligent Trustees who provide the environment that allows staff and volunteers to flourish, dealing not least with the increasing regulatory burdens imposed on us, and overseeing the critical fund-raising. There has been magnificent assistance from the **Big Lottery Fund** to support the Harrow initiative, **The Mercers' Company** pledge over three years, doubling of the annual grant from **Hadley Trust** as well as increased support from the **Kelly Family** and **Jesus Hospital Trusts**. We are grateful to all our funders.

Thank you for all that you have done, and I hope you continue to gain pleasure from your work with Home-Start Barnet in the years ahead.

Treasurer's Report - Raphael Harris

I am pleased to report that the deficits of the two previous years have been reversed and that we made a small surplus on a reduced income. Our funders continue to be project focussed, thus we have refined our approach in this more demanding environment, whilst supporting as many families as possible in Barnet and Harrow.

A big thank you to my colleagues for their continued support and I am also very grateful to Clive Bowman for all the help he gave, both to me and to Home-Start when I took on this role.

FINANCIAL SUMMARY	2016	2015	2014	2013
REVENUE	£405,731	£445,534	£327,095	£320,042
SURPLUS/ (DEFICIT)	£20,190	(£13,718)	(£47,325)	£24,695
NET FUNDS	£78,049	£57,859	£71,517	£136,955

CEO's Report - Kirpal Dhadda

Despite a highly challenging environment in which we lost over 60% of our income due to contracts and funding streams coming to an end, we managed to support almost 1300 children, young people and families during the year.

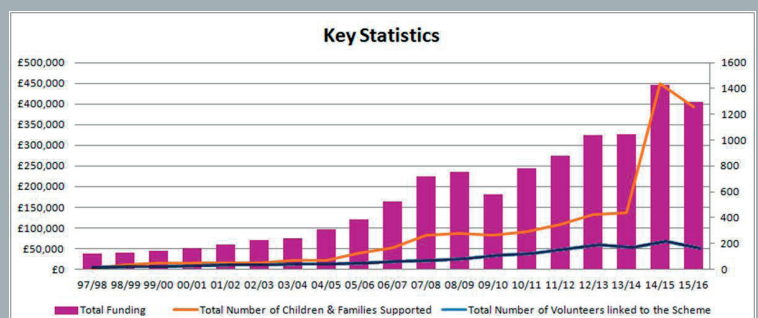
We secured 3 new contracts with the **London Borough of Barnet**, a further 3 year's funding from **Henry Smith Charity** and **BBC Children in Need**, and are fortunate to have won a 4 year grant from the **Big Lottery Reaching Communities** to build capacity for supporting families in the London Borough of Harrow.

Families we support accessed one to one support, parenting programmes, women's support groups, our Money Smart programme, Home-from-Home family groups, children's therapeutic play, community coaching, trips to the beach, and a picnic at Stephens House and Gardens.

All of this was made possible by the dedication of our volunteers, the commitment of staff, enthusiasm of trustees and the generosity of our funders for having the confidence in our model of support.

Looking ahead, we are building strong relationships with consortiums both within and outside of Barnet. Future funding is secured from City Bridge Trust, Mercer's Company, The Childhood Trust, Four Acre Trust, Santander Foundation, Jesus Hospital Charity and Hadley Trust.

Finally on behalf of Home-Start Barnet I would like to extend my appreciation to all our supporters and look forward to what lies ahead for 2016-17.





Home-Start Barnet

Directors' Report and Financial Statements for the year ended 31st March 2016



Home-Start Barnet Company no. 5379764 / Charity no. 1109550 Registered
Registered Address: Avenue House, Stephens House & Gardens, 17 East End Road, London N3 3QE
Barnet Patron: Martin H. C. Russell, FCT, Deputy Lieutenant of Greater London



Home-Start Barnet

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Home-Start Barnet

Administrative Information

Principal and Registered Office

Stephens House 17
East End Road
London N3 3QE

Telephone: 020 8371 0674

Email: admin@homestartbarnet.org

Registered in England and Wales as a company Limited by Guarantee No 5379764

Registered charity no 1109550

Patron

Martin H. C. Russell, FCT, Deputy Lieutenant of Greater London, Representative Deputy
Lieutenant for the London Borough of Barnet

Trustees and Directors

Julia Roberts
Sue de Botton Cert Ed, LGSM
Raphael Harris FCA
Rajeev Chawla
Helen Barron
Susan Batcheler BA (Hons), MA Dip Psych, BACPACC

Other Trustees

Kirit Amin MBA
Sara Gilbert MSc C Psychol AFBPS
Ross Dixon
Cllr John Marshall MA (Hons)

Company Secretary

Raphael Harris FCA

Bankers

Santander Bank Plc 21
Prescott Street London
E1

Barclays Westgrove
House 38-40 Hagley
Road Edgbaston
B16 8PE

Independent Examiner's Report to the Trustees of Home-Start Barnet

I report on the accounts of the Trust for the year ended 31 March 2016, which are set out on pages 12 to 16.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- 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 Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

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:

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



Name: Helen Nicolas
Qualification: Fellow of the Association of Accounting Technicians
Address: Woodgate House 2 – 8 Games Road Barnet Herts EN4 9HN
Date: 17 October 2016

Home-Start Barnet

Directors' Report for the year ended 31st March 2016

The directors present their report and accounts of the company for the year ended 31st March 2016.

Structure and Governance

Home-Start Barnet was incorporated by guarantee on 1st March 2005. The guarantee of each member is limited to £1 in the event of the company being wound up. The governing document is the Memorandum and Articles of Association and the Trustees are the Directors as listed on page 3, Administrative Information.

Trustees

The directors of the company are also charity trustees for the purpose of charity law and, under the company's Articles, are known as members of the management committee.

Under the Memorandum and Articles of Association, the Trustees are elected at the Annual General Meeting and the Officers of the charity (Chair, Vice Chair, Treasurer and Secretary), are appointed by the Trustees. The Trustees may co-opt any duly qualified person for appointment as a Trustee and that person will hold office until the next annual general meeting.

In accordance with the Articles of Association one third of Officers and Trustees must retire each year but can offer themselves for re-election at the next annual general meeting. All Trustees must be members of Home-Start Barnet.

Trustees are sought in a variety of ways, which include recommendation from existing Trustees, staff and supporters. When seeking new Trustees the Board carefully considers what skills and expertise are desired to support the ongoing development of the charity and, to that end, seek people with the relevant experience and expertise. Potential Trustees are scrutinised by two officers of the charity and are subject to interview.

New Trustees undertake an induction programme with the Chairperson and the CEO of the charity. This includes a tour of the offices and an overview of the operations of the charity. Further training is available to the Trustees through Home-Start UK, which also provides a comprehensive "Trustees Recruitment and Induction Pack".

Company Law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit for that year. In preparing those accounts, the directors are required to:

- Select suitable accounting policies and apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Prepare the accounts on a 'going concern' basis unless it is inappropriate to presume that the company will continue in business.

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

This report has been prepared in accordance with the provisions of Part 15 of The Companies Act 2006 relating to small companies.

Full Board of Trustee meetings are held at least four times per year to review and agree major areas of policy and operation. Staff members are encouraged to attend Trustee meetings to give an update on the achievements during the last period.

In addition to the Trustee meetings, there are regular meetings of Staffing/HR, Finance, Business Planning, Fundraising, Marketing, Policy and Volunteering, sub-committees with planning and long-term strategy meetings once a year.

Day to day responsibility for the running of the charity rests with the Scheme Chief Executive Officer (CEO). The CEO is responsible for operating within the framework of the policies, forward plan and budget to ensure the charity delivers the services specified and achieves its key performance indicators. The CEO is responsible for supervision of the staff team and for ensuring that staff and the scheme volunteers continue to develop their skills and working procedures in line with best practice.

Related Parties

Home-Start Barnet is an independent charitable company affiliated to Home-Start UK, the national umbrella organisation for Home-Start schemes. Consequently, Home-Start Barnet has signed up to a national Home-Start agreement and works to the national organisation's standards and methods of practice. As an affiliated scheme, Home-Start Barnet benefits from the umbrella organisation's expertise and advice as regards new legislation, regulations and internal control procedures, and its trustees, staff and volunteers are able to take advantage of comprehensive training courses. Home-Start UK also helps us to maintain processes that operate in accordance with best practice through their Quality Assurance Programme.

Risk Assessment

The Board of Trustees has reviewed the major risks to which Home-Start Barnet is exposed and is satisfied that systems have been, or are being established to mitigate these risks. During the year Home-Start Barnet carried out an Organisational Strengths Review as part of the funding from the Big Lottery Building Capabilities fund. The review identified specific areas that need to be addressed to ensure the long term sustainability of the organisation.

The charity continually reviews its detailed procedures and policies to ensure that they are consistent with those best practices identified and documented by the umbrella Home-Start national organisation. In addition, it continues its focus on the following major items:

- Screening all trustees, staff and volunteers with the Disclosure and Barring Services (DBS) to establish their suitability to work with or have access to children.
- Ensuring that all the staff and volunteers are properly trained, supported and supervised in the carrying out of their activities.
- Ensuring that proper controls and procedures are in place so as to identify and action instances of alleged or suspected abuse that may come to the attention of Home-Start Barnet.
- Ensuring that internal control risks are minimised by following procedures that require all transactions to be correctly authorised.
- Ensuring the maintenance of adequate insurance cover for the scheme to provide cover for employees, trustees and volunteers carrying out work for and on behalf of Home-Start Barnet; this includes any claim resulting from alleged or actual abuse.
- Ensuring that adequate funding is in place to support our work.

Objectives and Activities

Home-Start Barnet's mission is to support vulnerable families living in the Boroughs of Barnet and Harrow, who are experiencing difficulties, to help promote a safer, happier and healthier life for their children. We deliver this support with the aid of trained volunteers who give their time to offer a combination of practical and emotional support to the parents.

Our volunteers visit families in their own home so that the dignity and identity of the parents and children is protected, the individual needs of the family can be met and a parent's strengths encouraged.

As part of our holistic approach to parenting we provide additional and alternative support including:

- Community Coaching - Up to 12 sessions of life coaching-based support for families with children up to 25 and individuals under the age of 25 who are experiencing multiple issues.
- Money Smart - supporting low income families to be 'money smart' thereby avoiding debt and financial distress by using the award winning Made of Money programme
- Evidence-based parenting programmes.
- Family groups for hard to reach families.
- Trips and outings during school holidays.
- Women's support groups for victims of domestic abuse.
- Therapeutic play programme for children under the age of 10 who have suffered from domestic abuse.
- Healthwatch Barnet partners in providing the local community, information, advice and signposting of health and social care services.
- Retail volunteering experience through our newly opened charity shop.

Our model is informal and flexible, meeting the needs of the culturally diverse communities we serve across Barnet. We work in partnership with statutory agencies and other organisations, receiving referrals from families, Social Care, Health Visitors, Children's Centres, GPs, Education, Community organisations and the families themselves.

We achieve this with a core of 8 part-time and 7 full time staff including the CEO and a network of approximately 203 volunteers who work in line with the quality assurance standards and methods of practice as governed by Home-Start UK.

Achievements and Performance

Key achievements of Home-start Barnet during the year were as follows: -

Family Support

- We supported 1,255 children, young people and families through a combination of volunteer home-visiting, minimal coordinator support and group work.
- Out of 849 children supported, 467 were under the age of five.
- 90 sessions of Home from Home family group in Grahame Park which opens twice a week to deliver a mixture of structured and non structured activities for both parents and their children. The group has grown from strength to strength with 15 to 18 families with up to 30 children regularly attending. Staff and volunteers focus on delivering healthy eating, play, creative arts and crafts, storytelling and other fun activities that support children to be school ready and reduce parental isolation.
- Six X Women's Support Groups (WSG) with crèche facilities across Barnet for 56 victims of domestic abuse.
- Three X 10 week programmes of therapeutic play for 27 children between the ages of 8 -10 who have experienced domestic abuse.
- Two X evidenced based parenting programmes for parents delivered in partnership with Barnet & Southgate College, Parkfield Children's Centre and Bell Lane Children's Centre as part of the Family Learning programme.

- Took 138 families and children on trips and outings during the school holidays when stress levels are at their highest for many families.
 - Piloted Money Smart programme with funding from The Hendon Local Area Committee for 12 months. We appointed a Project Coordinator for one day a week to offer 7 sessions, with each session lasting 2 hours, delivered either in a group setting or via one to one support to families in their own homes. We trained 10 volunteers and helped 22 families on low income to take control of their financial situation and build financial resilience by developing vital life skills and strategies that enabled them to make better financial decisions and become more confident about managing their money. A key outcome of this project was those taking part saved on average between £5 -£26 a week.

Volunteering

- 203 volunteers supporting the organisation in the year
- 24 volunteers supporting the charity shop including 14 joining in the year
- 15 volunteers carrying out other tasks including office admin, family group support and fundraising
- Delivered two preparation courses for home-visiting volunteers, training 40 volunteers. in
- Four one day workshops in:
 - Autism
 - Safeguarding
 - Money-Smart
 - Personal Safety whilst Lone Working (Suzy Lamplugh).
- 10 volunteers completed the 7 week Money-Smart programme
- 13 volunteers completed the one day Money-Smart awareness workshop
- 33 volunteers successfully completed their level 2 on-line NCFE qualifications in a variety of subjects including: Autism, Counselling Skills, Nutrition and Health, and Awareness of Mental Health problems. These courses are fully funded and offered by the Skills Network.
- 10% of our volunteers from across the organisation have moved into employment

Staff Development

We achieved Investors in People (IIP) kitemark for the first time in our history. We had one staff development days in the year to underpin our strategic planning process. Staff had opportunities during the year to access training to further their development including:

- Sudden Unexpected Death in Infancy (SUDI) – All staff & Volunteers have been trained in SUDI as part of their CPD for the Perinatal project
- Paediatric First Aid – all staff trained
- Made of Money Facilitator Training – 2 members of staff trained
- Triple P parenting programme (train the trainer – 1 member of staff trained)
- Cerebra conference-autism/mental health – all staff
- Two members of the senior management team are trained as CSE (Child Sexual Exploitation) Champions for London Borough Barnet.
- Suzy Lamplugh training – Personal safety
- Domestic & sexual violence and safeguarding children – all staff
- Perinatal health coaching – all staff
- Mental health training – all staff and volunteers
- domestic & sexual violence level 1 – 2 x new staff attended the Level 1 DV training
- Ava domestic violence training – 2 staff members are already trained and facilitate workshops for the Borough, in addition this year we trained a 3rd member of staff to meet demands
- four square trauma – 3 x staff trained on the effects of Trauma to help understand the victims and support them better
- MARAC training DV- high risk victims - all staff trained
- CAF – all coordinators supporting families are ECAF trained
- CAF Refresher Training – as part of their CPD all staff attend the refresher CAF training

Financial Review

The Charity had £405,731 (2015 - £445,533) income from all sources this year, and with carefully management of expenses there is a surplus of £20,190(2015 – deficit £13,719). This is explained further in our Financial Statements on pages 12-15. The Charity now has reserves of £78,049 (2015 - £57,859) The Trustees and CEO have also endeavoured to secure funding past the financial year end to provide the security that staff and particularly the families being supported deserve.

Principal Funding Sources

Given the objectives and mission of Home-Start Barnet in supporting parents in Barnet and Harrow with children under the age of 5 it is perhaps not surprising the charity's principal funding sources are contracts from the local authority together with a number of major grants from trusts (see page 15 for further details).

We have two contracts with the London Borough of Barnet, both finished at the end of March 2016. We are extremely fortunate to have secured the Big Lottery Reaching Communities Fund to develop home- visiting volunteer capacity for vulnerable families with young children in London Borough Harrow.

Work started on this project in October 2015 and we have started to embed systems and processes in place and recruited a Senior Coordinator to head the project.

As always we are very appreciative of the long term support provided by Hadley Trust towards our core cost and other long term funders including; BBC Children in Need, Henry Smith Charity, John Lyon's Charity, Kelly Family Charitable Trust, Buttle Trust and Jesus Hospital Charity.

Along with our funders Home-Start Barnet could not function effectively without the added in-kind support provided by; The Greek Women's Philanthropic Association (GWPA) in the form of supermarket vouchers, Local Food banks, Entertainment One for free Peppa Pig gifts for our supported children, MiH, and all the wonderful fundraisers.

Reserves Policy

The Trustees regularly review the requirement to maintain reserves having regard to the main operational risks faced by Home Start Barnet. As a result of this review, the Trustees concluded that a minimum reserve, equivalent to three months costs be maintained. In addition, the Trustees have asked the CEO to monitor this requirement, and have agreed that should circumstances change, a temporary increase in the minimum reserve required can be put in place until the next Trustee Board meeting.

Capital commitments agreed by Home Start Barnet at 31 March 2016 were nil (2015 – Nil).

Investment Policy

Any funds not readily needed are transferred to an interest bearing account. These funds are closely monitored. As interest rates are at an all time low the Charity's revenue from this source are negligible. The trustees believe that low risk investments best suit the organisation.

Future Plans

The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. The main targets for the year to end March 2017 and beyond are as follows:-

- Sustain funding to support vulnerable children and families in London Borough Barnet and Harrow.
- Continue providing our services to children and families, and meet current priorities and targets in line with Barnet and Harrow Children and Young People Plans 2015-2020.
- Integrate our services in line with the national and local agenda on working with vulnerable families.
- Re-position our strategy on services outside and beyond families where there is at least one child under the age of five.
- Maintain the home visiting service and minimise waiting times for volunteer support

- Continue with our outings and events programme for the whole family during school holidays.
- Continued development of the delivery of evidence-based parenting programmes.
- Continued development of our work with families at risk or subject to domestic violence
- Develop further work around Money Smart
- Continue developing new and existing partnerships and collaborations including:
 - Young Harrow Foundation
 - Young Barnet Foundation
 - Colindale Consortium
 - Healthwatch Barnet
 - Home-Start London Consortium
- Increase revenue from our charity shop.
- Build on the resources and skills we have developed in our staff, volunteers and trustees.
- Implement full cost recovery and correctly identify costs of supporting individual parts of the overall scheme.
- Work to the agreed Home-Start National Quality Assurance System.
- Apply for continuation of Investing in Volunteering (IiV) kitemark
- Further improve, phone, IT systems and management reporting within the charity.

This report was approved by the Management Committee on 17th October 2016 and signed on its behalf by:



Raphael Harris
Company Secretary

Home-Start Barnet

Statement of Financial Activities for the year ended 31st March 2016

INCOME	Note	Year ended 31st March 2016			Year ended 31st March 2015		
		Restricted Funds	General Funds	Totals	Restricted Funds	General Funds	Totals
Grants	3	£243,029	£117,745	£360,774	£279,859	£117,919	£397,778
Gifts and donations	4		£13,541	£13,541		£15,408	£15,408
Shop Income			£30,858	£30,858		£32,011	£32,011
Bank Interest	5		£558	£558		£337	£337
EXPENDITURE		£243,029	£162,702	£405,731	£279,859	£165,675	£445,534
Salaries and staff costs	6						
Staff Training	11	£199,472	£113,206	£312,678	£240,118	£88,411	£328,529
Administrative costs		£2,100	£1,400	£3,500	£1,487	£881	£2,367
Year End Adjustments 2015		£20,460	£13,640	£34,100	£25,395	£15,043	£40,439
Fund Raising							
Events and Outings Family	7	-£13,168	-£8,778	-£21,946		£45	£45
Support Projects			£527	£527			
Training and volunteer costs		£3,750		£3,750	£1,677		£1,677
Shop running expenses		£4,042		£4,042	£9,821		£9,821
Governance Costs Professional		£5,633	£3,756	£9,389	£16,278	£9,643	£25,921
fees			£30,087	£30,087		£33,309	£33,309
	8		£274	£274	£610	£361	£971
	12	£5,484	£3,656	£9,140	£10,157	£6,016	£16,173
Net Surplus/Deficit		£227,773	£157,768	£385,541	£305,543	£153,709	£459,252
Contribution to Pension Fund deficit		£15,256	£4,934	£20,190	-£25,684	£11,966	-£13,718
Funds at beginning of year							
Funds at end of year		-£37,886	£95,745	£57,859	-£12,202	£83,779	£71,577
		-£22,630	£100,679	£78,049	-£37,886	£95,745	£57,859

Home-Start Barnet

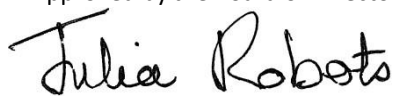
Statement of Financial Position at 31st March 2016

	Note				
FIXED ASSETS		at 31st March 2016		at 31st March 2015	
Furniture and equipment	9	£	-	£	-
CURRENT ASSETS					
Debtors and prepayments		£15,835		£5,401	
Cash in Bank and in hand		<u>£126,385</u>	£142,220	<u>£118,146</u>	£123,547
CURRENT LIABILITIES					
Creditors due within 1 year		£3,504		£22,707	
Grants received in advance	3	<u>£60,667</u>	£64,171	<u>£42,981</u>	£65,688
Net current assets			£78,049		£57,859
Net assets			<u>£78,049</u>		<u>£57,859</u>
Represented by:					
Unrestricted Reserves		£100,679		£95,745	
Restricted Reserves		<u>-£22,630</u>	<u>£78,049</u>	<u>-£37,886</u>	<u>£57,859</u>

In preparing these financial statements:

- (a) For the year ending 31 March 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- (b) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- (c) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- (d) These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Directors on 17th October 2016


Chair

Home-Start Barnet

Notes to the Accounts at 31 March 2016

1. **Accounting Policies:** The accounts have been prepared on a going concern basis under the historical cost convention. The accounts have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP) issued in March 2005 and the FRSSE (April 2008) by the Charities Commission under the Charities Act 1993 and in accordance with the Companies Act 2006.
 - 1.1 **Compliance with Accounting Standards:** The financial statements are prepared in accordance with Applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Standards), which have been applied consistently (except where otherwise stated).
 - 1.2 **Company Status:** The charity is a company limited by guarantee. The members of the company are the trustees named on page 3. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.
 - 1.3 **Cash Flow Statement:** Home Start Barnet is a small company and advantage has therefore been taken of the exemption provide by the Financial Reporting Standard No 1 not to prepare a cash flow statement.
2. **Fund Accounting:** The Charity has various types of funds for which it is responsible, and which require separate disclosure. These are as follows:
 - a. **Restricted Funds:** These are funds subject to specific restrictions imposed by the donor or the purpose of the appeal. Details of such funds appear in Note 3.
 - b. **Unrestricted Funds:** These funds are available for use at the discretion of the Trustees in furtherance of the objectives of Home-Start Barnet.
3. **Grants** are accounted on an accruals basis and where donor imposed conditions require that the resource be expended in a future accounting period, income is credited to deferred income and accounted for as a liability.

Grants received during the year were as follows

	General	Restricted
London Borough of Barnet		£119,524
Henry Smith	£39,267	
Hadley Trust	£30,000	
BBC Children in Need		£24,863
John Lyons	£25,000	£35,000
Kelly Family Trust	£5,000	
Health Watch	£7,000	
Big Lottery		£59,467
Other	£11,478	£4,195
Totals	£117,745	£243,049

4. **Gifts and Donations** comprises all income from various 'friends' and sundry donors, and is accounted for as and when received. Additional income has been provided by a volunteer running in the London Marathon and other fundraising efforts.
5. **Bank Interest** comprises interest receivable on cash balances held in appropriate interest bearing deposits. Whilst the SORP 2005 recommends that interest be allocated to specific funds, the Trustees believe that the potential interest earned by the individual funds would be immaterial given each individual fund's level of income and resultant cash flow. Accordingly, interest receivable is credited to the unrestricted fund to offset overall costs of the Charity.
6. **Expenditure** is allocated on the following basis
 - a) Third party costs are allocated on a direct cost to the appropriate activity.
 - b) Salaries which are identifiable are allocated to the appropriate activity.
 - c) Support Salaries are allocated according to time spent.
 - d) Costs within each category of expense are allocated consistent with the terms and conditions under which the grant was given.
7. **Costs of Generating Funds.** The CEO, as part of her duties, spent a considerable amount of her time seeking donors. Further activities were undertaken by the Trustees, the Fund Raising Committee together with volunteers at minimal cost.
8. **Governance Costs** include those costs associated with meeting the constitutional and statutory requirements of the Charity and include annual meeting expenses and costs linked to the strategic management of the Charity as opposed to the day to day running costs.
9. **Fixed Assets.** It has been the practice to write off any costs relating to the purchase of any fixed assets as an administrative cost. The only assets purchased during the year have been sundry furniture, computers and related equipment for £0 (£3,632). In the opinion of the directors the value of all such assets at the date of the balance sheet are correctly valued in the accounts.
10. **Trustees Remuneration.** All work or services undertaken by the trustees and directors has been on a voluntary basis and only in some cases has reasonable expenses such as travel and communication costs been claimed. The accounts were prepared by the Treasurer at no charge for the service. No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year.

11. **Staff costs** can be analysed as follows:

	2016	2015
Gross wages	£296,468	£324,863
Employer's NI and pension costs	<u>£23,370</u>	<u>£29,188</u>
Total	<u>£319,838</u>	<u>£354,051</u>

No employee's emoluments were in excess of £60,000.

The average number of employees employed during the year were 15(2015 -16).

12. **Taxation.** As a charity, Home-Start Barnet is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen for the Charity in 2015.

13. Debtors.

	2016	2015
Debtors	£13,910	
Prepayments	<u>£1,925</u>	£3,475
	<u>£15,835</u>	£3,475

14. Creditors.

Amounts falling due within one year

	2016	2015
Expense creditors	£2,904	£10,863
Inland Revenue	£0	£6,089
Certification fee	<u>£600</u>	<u>£600</u>
	<u>£3,504</u>	<u>£17,552</u>

15. There were no commitments at the end of the financial year.