

Registered charity number
1152359

Advocacy for Older People in Greenwich

Report and Accounts

31 March 2016

**Advocacy for Older People in Greenwich
Report and accounts
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Advocacy for Older People in Greenwich Trustees' Annual Report for the period ended 31 March 2016

The Management Committee present its annual report and the financial statements for the period ended 31 March 2016.

Reference and Administration Information

Principal address:

Eltham Library
The Eltham Centre,
2, Archery Road,
Eltham

Registered Charity Number:

1152359

Trustees

Mr Ian Dallaway	Chair
Ms Victoria Duncan	Treasurer – Resigned February 2016
Mr Simon Rouse	Treasurer - Appointed March 2016
Ms Grace Scott	
Ms Angela Burr	Resigned February 2016
Mr Peter Hood	
Ms Patricia Browne	
Mr Gifford Packham	Appointed March 2016
Ms Angelika Welzel-Connolly	Appointed March 2016
Mr Thomas Mylrea-Lowdnes	Appointed March 2016
Mr Graham Ross	Appointed March 2016
Mr William Franklin	Appointed March 2016

Senior Officer

Mrs Regina Aston

Independent examiners

Michael Adamson and Co
224 Ferry Road
Hullbridge
Hockley
Essex
SS5 6ND

Bankers

CAF Bank
25 Kings Hill Avenue
West Malling, Kent ME19 4JQ

Advocacy for Older People in Greenwich
Registered charity number 1152359

Structure, Governance and Management

Advocacy for Older People in Greenwich is a Charitable Incorporated Organisation governed by its constitution dated 23 April 2013. It was incorporated on 23 April 2013 and commenced activities on 1 October 2013, having acquired the assets and liabilities of Advocacy for Older People in Greenwich (charity number 1057221).

The Trustees are elected annually by the membership at a properly convened meeting of the Charity trustees. There must be at least six trustees and a maximum of ten.

All Trustees attend advocacy training and receive a comprehensive pack which includes the Charity's accounts and constitution, its policies, including the confidentiality policy, conflict of interest policy, disciplinary and grievance procedures, complaints procedures and details of the Charity's policy on diversity.

Objectives and Activities

The Charity is established to relieve and assist elderly persons in the London Borough of Greenwich and, at the trustees' sole discretion, other neighbouring boroughs, particularly, but without prejudice to the generality of the foregoing, by:

- a) Providing a citizen advocacy and short term (crisis) advocacy service to vulnerable older people who are resident in the London Borough of Greenwich and, at the trustees' sole discretion, other neighbouring boroughs;
- b) Promoting the rights of older people, helping them overcome discrimination and enabling older people to participate in decisions about their future; and
- c) Providing support and information to those suffering the isolation and loneliness that can be associated with old age.

The Charity undertakes the following activities for the public benefit in relation to the above objectives:

- We provide one to one long term (open ended) and short term (up to 2 years) citizen advocacy to vulnerable and isolated older people aged over 55 and resident in Greenwich who live in their own homes, sheltered accommodation, in residential care or in hospital.
- We offer support on a wide range of issues, including accessing statutory services, making complaints, getting changes to care packages or adaptations, financial issues and housing problems.

- We recruit, train and support an increasing number of volunteers from the local community and match them in one to one citizen advocacy partnerships with older people.
- We promote the rights of older people by helping them to overcome discrimination, to participate in decisions about their future and to maintain their independence.
- We work with all sections of the community, on average 35% of our service users are from minority ethnic communities and face added barriers in accessing statutory services or are not eligible for such services. At least 85% of our service users on average have disabilities, dementia or mental health problems.

The Charity provides reports on the aims and outcomes of its activities to all its funders, usually on a yearly basis and also compiles statistics on these activities and outcomes for its annual report. These reports show the public benefits of its work in offering free advocacy to older people.

In stating the above, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

This has been a year of change for AfOP. Our new Director, Gina Aston, has taken the reins, moved the location of our office, and recruited an excellent team to surround her to complement those already in place.

We continue to provide and expand our services. Money Management, though still in its infancy, is growing under the eye of Giff Packham, and our core services are expanding with additional volunteers, managed by Ilse de Kock.

But times they are a changing, and we must face the fact that, funding is likely to become difficult when we anticipate that the Big Lottery, after years of support, may step aside.

The Charity needs to assess itself from the roots up, and make some major changes that reflect current funding requirements. In order to pursue this, new members have been recruited to the Board, and some long standing members have stepped aside.

This Charity is duty bound to move with the times in order to provide the best comprehensive services to the people of Greenwich, and that it intends to do.

At our next year end, I trust that we can report that these changes have been effectively made, and that the Charity moves forwards into a new phase, more effective than ever.

Our gratitude to our current funders is unabated. The Big Lottery, The Royal Borough of Greenwich, the Mercers Company, the London Community

Foundation, the Gordon Family Fund, Deutsche Bank, the Ajahma Charitable Trust, Greenwich Hatcliffe and The Funding Network. They have been generous in their support and we thank them for that.

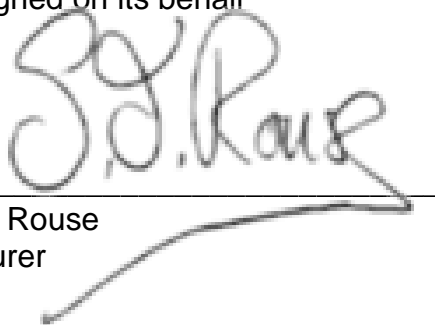
Particularly our thanks go out to our Volunteers and staff who have overcome many hurdles to achieve many incredible changes that enable the older people of Greenwich to lead much better lives. Thank you

Financial Review

The results for the year are as shown on page 6

This report was approved by the board on 27 January 2017

and signed on its behalf

A handwritten signature in black ink, appearing to read 'S. Rouse', written over a horizontal line. The signature is cursive and stylized.

Simon Rouse
Treasurer

Advocacy for Older People in Greenwich Accountants' Report

Report of the Independent Examiners to the Members Advocacy for Older People in Greenwich

We have examined the financial statements on pages 6 to 14 for the period ended 31 March 2016, which have been prepared under the accounting policies set out on page 8

Respective responsibilities of the 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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility to:

- * examine the accounts under section 142 of the Charities Act,
- * to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities 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 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 we do not express an audit opinion on the view given by the accounts.

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
 - (a) to keep accounting records in accordance with section 130 of the Charities Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act, 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.

Michael Adamson and Co
Chartered Accountants

224 Ferry Road
Hullbridge
Hockley
Essex
SS5 6ND

Date : 28 January 2017

Advocacy for Older People in Greenwich
Statement of Financial Activities for the year ended 31 March 2016

	Notes	Unrestricted fund £	Restricted funds £	Total 2016 £	Total 2015 £
Incoming resources:					
Incoming resources from generated funds:					
Voluntary income		6,000	144,463	150,463	117,067
Investment income		215	-	215	141
Incoming resources from charitable activities		4,500	-	4,500	25,756
Total incoming resources	2	10,715	144,463	155,178	142,964
Resources expended:					
Cost of generating funds					
Costs of generating voluntary income		-	-	-	-
Charitable activities		5,420	150,791	156,211	144,317
Governance costs		750	-	750	750
Total resources expended	3	6,170	150,791	156,961	145,067
Net income for the year		4,545	(6,328)	(1,783)	(2,103)
Transfer between funds					
Balance brought forward		54,594	8,949	63,543	65,646
Funds carried forward		59,139	2,621	61,760	63,543

**Advocacy for Older People in Greenwich
Balance Sheet as at 31 March 2016**

	Notes	Unrestricted Funds 2016	Restricted Funds 2016 £	Total 2016	Total 2015 £
Fixed assets					
Tangible assets	7	540	-	540	540
		<u>540</u>	<u>-</u>	<u>540</u>	<u>540</u>
Current assets					
Debtors	8	2,083	-	2,083	11,656
Cash at bank and in hand		65,027	8,348	73,375	56,261
		<u>67,110</u>	<u>8,348</u>	<u>75,458</u>	<u>67,917</u>
Creditors: amounts falling due within one year	9	(8,511)	(5,727)	(14,238)	(4,374)
Net current assets		<u>58,599</u>	<u>2,621</u>	<u>61,220</u>	<u>63,543</u>
Net assets		<u>59,139</u>	<u>2,621</u>	<u>61,760</u>	<u>64,083</u>
Funds carried forward					
Unrestricted funds		59,139	-	59,139	54,594
Designated fund		-	-	-	-
Restricted funds		-	2,621	2,621	8,949
Total funds		<u>59,139</u>	<u>2,621</u>	<u>61,760</u>	<u>63,543</u>

The Charities Act requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of the surplus or deficit for the year then ended.

In preparing these financial statements, the Trustees are required to select suitable accounting policies, as described on page 8 and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

These accounts were approved by the Management Committee on 27th January 2017

and signed on its behalf by



Simon Rouse
Treasurer

Advocacy for Older People in Greenwich
Notes to the Accounts for the year ended 31 March 2016

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRSSE) effective 1 January 2015, and the Charities Act 2011.

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities when:

- * The charity becomes entitled to the resources;
- * The trustees are virtually certain that they will receive the resources; and
- * The monetary value can be measured with sufficient reliability.

Deferred income

Where grants are received in advance and specified by the donor as relating to specific accounting periods, these are deferred on an accruals basis to the period to which they relate.

Incoming resources with related expenditure

Where incoming resources have related expenditure, the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Volunteer help

The value of any volunteer help is not included in the accounts.

Investment income

This is included in the accounts when receivable.

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

These include the costs of preparation and examination of statutory accounts, the costs of the Annual General Meeting and the costs of any legal advice to trustees on governance or constitutional matters.

FIXED ASSETS

Tangible fixed assets used by the charity

They are capitalised if they can be used for more than one year. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Furniture and equipment	25% on cost
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Advocacy for Older People in Greenwich
Notes to the Accounts for the year ended 31 March 2016

2 Analysis of incoming resources	2016	2015
Voluntary income:		
Unrestricted funds :		
Ajahma Charitable Trust	4,500	4,500
Sundry donations and grants	1,500	-
	<u>6,000</u>	<u>4,500</u>
 Restricted funds:		
Big Lottery	56,381	55,617
Charles Hayward Foundation	-	8,250
Mercers	48,400	-
LCF	5,833	5,900
Drapers	-	7,800
Royal Borough of Greenwich	25,000	20,000
Lloyds TSB Foundation	-	15,000
The Funding Network	6,149	-
Hatcliff	2,700	-
	<u>144,463</u>	<u>112,567</u>
 Income from charitable activities:		
Unrestricted funds:		
Royal Borough of Greenwich Older Peoples Services	-	8,575
Royal Borough of Greenwich Stay Warm Stay Safe	3,675	5,790
Fees and other income	825	11,391
	<u>4,500</u>	<u>25,756</u>
 Investment income		
Bank interest	<u>215</u>	<u>141</u>
 Total incoming resources	 <u>155,178</u>	 <u>142,964</u>

3 Analysis of resources expended

Details of resources expended are shown on page 13 of the accounts

Advocacy for Older People in Greenwich
Notes to the Accounts for the year ended 31 March 2016

4 Net incoming resources for the year

	£	£
These are stated after charging		
Depreciation	-	-
Independent Examiners fee	750	750
	<hr/>	<hr/>

Trustees expenses

No expenses were paid to members of the management committee during the period.

5 Employees

	2016	2015
	£	£
Gross salaries	123,350	111,551
Employers National Insurance costs	9,579	9,024
	<hr/>	<hr/>
	132,929	120,575
	<hr/>	<hr/>

The average number of full time equivalent employees during the period was 5.
 No employee received emoluments of more than £60,000 per annum.

6 Taxation

The charity is exempt from Corporation Tax on its charitable activities.

7 Tangible fixed assets

	Furniture and equipment	Total
Cost		
Brought forward	5,817	5,817
Additions	721	721
	<hr/>	<hr/>
At 31 March 2016	6,538	6,538
	<hr/>	<hr/>
Depreciation		
Brought forward	5,817	5,817
Charge for the year	181	181
	<hr/>	<hr/>
At 31 March 2016	5,998	181
	<hr/>	<hr/>
Net book value		
At 31 March 2016	540	540
	<hr/>	<hr/>
At 31 March 2015	540	540
	<hr/>	<hr/>

Advocacy for Older People in Greenwich
Notes to the Accounts for the year ended 31 March 2016

8 Debtors	2016	2015
	£	£
Other debtors	2,083	11,656
	<u>2,083</u>	<u>11,656</u>

9 Creditors: amounts falling due within one year	2016	2015
	£	£
Other creditors	2,268	750
PAYE and NI	3,747	-
Client's money	2,496	3,624
Deferred income	5,727	-
	<u>14,238</u>	<u>4,374</u>

Deferred income

At 31 March the following has been accrued forward as deferred income

	2016	2015
	£	£
LCF	4,167	-
Big Lottery	1,560	-
	<u>5,727</u>	<u>-</u>

Advocacy for Older People in Greenwich
Notes to the Accounts for the year ended 31 March 2016

10 Details of funds

Designated fund	This fund has been established by the Management Committee to provide for unexpected contingencies which may arise from time to time
Access to Advocacy	The Charity was most grateful to be awarded a new 5 year grant from the Reaching Communities fund totalling £277,255 which started in January 2012
Volunteering	The Charity was awarded a three year grant from The Mercers Company in 2015 to employ a full time Volunteer Manager to develop greater capacity through recruiting, training, supervising and matching Volunteers with suitable work for the organisation.
Independent Advocacy - Care Act.	The Charity was awarded £25,000 per annum in 2015 by Royal Borough of Greenwich to provide Independent Advocacy to those eligible for this offer of support under the terms of the Care Act 2014.
Tackling Poverty, Deprivation and Exclusion.	<p>The Charity was awarded £5,000 per annum for three years from the Gordon Family Fund in 2015. Deutsche Bank donated a further £5,000. The London Community Foundation facilitated the award of both grants.</p> <p>AFOP secured a further £6,149 via direct crowd funding through The Funding Network.</p>

Advocacy for Older People in Greenwich

Analysis of resources expended

2015

	Royal Borough of Greenwich	Access to Advocacy	Mercers	Other projects	General expenses	Total	Total
	£	£	£	£	£	£	£
Cost of generating funds:							
Charitable activities:							
Direct costs	-	-	-	1,878	-	1,878	2,780
Salaries	25,149	49,144	48,400	4,816	5,420	132,929	120,575
Office running expenses	-	5,000	-	3,858	-	8,858	6,208
Publicity	-	-	-	860	-	860	3,410
Other staff costs	-	-	-	5,027	-	5,027	5,034
Other costs	-	-	-	640	-	640	4
Depreciation	-	-	-	181	-	181	-
Support costs:							
Premises	-	-	-	5,838	-	5,838	6,306
Total	25,149	54,144	48,400	23,098	5,420	156,211	144,317
Governance costs:							
Independent Examiners fees	-	-	-	-	750	750	750
Total	-	-	-	-	750	750	750
Total resources expended	25,149	54,144	48,400	23,098	6,170	156,961	145,067

Advocacy for Older People in Greenwich

Movement in restricted funds

	Balances brought forward	Incoming resources	Outgoing resources	Gross transfers between funds	Fund balances carried forward
	£	£	£	£	£
Volunteering					
Royal Borough of Greenwich	149	25,000	25,149	-	-
Access to Advocacy	384	56,381	54,144	-	2,621
Mercers	-	48,400	48,400	-	-
Other projects	8,416	14,682	23,098	-	-
Total	<u>8,949</u>	<u>144,463</u>	<u>150,791</u>	<u>-</u>	<u>2,621</u>