Home-Start Barnet

Directors' Report and Financial Statements for the year ended 31st March 2017

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
Cllr John Marshall MA (Hons)
Kirit Amin MBA
Sara Gilbert MSc C Psychol AFBPsS

Other Trustees

Company Secretary

Raphael Harris FCA

Bankers

Santander Bank Plc
21 Prescott Street
London E1

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

Home-Start Barnet

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 2017, which are set out on pages 11 to 15.

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);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- 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) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Name: Helen Nicolas
Qualification Fellow Member of the Association of Accounting Technicians
Address: Woodgate House, 2 – 8 Games Road, Barnet, Herts EN4 9HN
Date: 19 October 2017

Home-Start Barnet

Directors' Report for the year ended 31st March 2017

The directors present their report and accounts of the company for the year ended 31st March 2017.

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. During the year three trustees resigned due to other commitments. The board would like to thank them for all their hard work over the years.

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 a 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 judgements 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:

- Perinatal Health Coaching - 3 to 6 months of one to one support for pregnant women at risk of mental health issues
- Family Health Coaching - 3 to 6 months of one to one support for families at risk of domestic violence, substance misuse and mental health which is impacting on their children's wellbeing.
- 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 10years old who have suffered from domestic abuse.
- Baby massage
- Healthwatch Barnet partners in providing the local community, information, advice and signposting of health and social care services.
- Social work student experience over 70 days for 6 students

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

We achieve this with a core of 6 part-time and 9 full time staff including the CEO and a network of approximately 252 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 1,783 children, young people and families through a combination of volunteer home-visiting, minimal coordinator support and group work.
- Out of 1202 children supported, 897 were under the age of five.
- One-to-one home-visiting support to 375 families with 830 children in the London Boroughs of Barnet and Harrow which included two new home-visiting projects including:
    - Perinatal health coaching – supporting pregnant women at risk of mental health issues
    - Family health coaching – supporting families at risk of domestic violence, substance misuse and mental health which is impacting on their children's wellbeing.
- Three baby massage programmes for first time mothers attended by 27 mums.
- 32 families and 8 volunteers accessed our Money Smart programme.

- Three evidence-based parenting programmes - in partnership with local children's centres, primary schools and a faith based retreat - to support 41 parents.
- Six 8-week Women's Support Groups for 67 women experiencing domestic violence & abuse.
- Two 10-week therapeutic play programmes for 25 children of 8 to 10 years who had experienced DV.
- 50 Grahame Park families with 105 children attended our bi-weekly family group sessions for under 5's
- 386 children, young people and their parents accessed trips and outings to Southend beach, Gulliver's Land, London Aquarium, RAF Museum and a picnic in the park.
- 8 supported families moved into volunteering and 13 into employment.

Volunteering

- We achieved Investing in Volunteering (IiV) kitemark for a further 3 years
- 252 volunteers supporting the organisation in the year
- 55 volunteers supporting the charity shop including 9 joining in the year
- 11 volunteers carrying out; office admin, family group support, fundraising and other tasks.
- Delivered two preparation courses for home-visiting volunteers, training 45 volunteers.
- 37 volunteers completed Perinatal Mental Health training
- Five one day workshops in:
  - Suzy Lamplugh - Personal Safety
  - Safeguarding
  - Sudden Infant Death Syndrome
  - Paediatric First Aid
  - Mental Health in Young People
- 10 volunteers completed the 7-week Money-Smart programme
- 20 volunteers completed the one day Impact of DV on Children (AVA) workshop
- 45 volunteers completed annual safeguarding workshop
- 48 volunteers completed their level 2 on-line NCFE qualifications in a variety of subjects including: Advice & Guidance, Business Admin, Caring for CYP, Equality and Diversity, Autism, Counselling Skills, Nutrition and Health. The course funded by the Skills Network.
- 11% of volunteers from across the organisation moved into employment, education, and training including; counselling degree, drama degree, doctor's receptionists, nursery assistants, teaching assistants, special needs assistants, retail, bus driver, DV worker, family support work, dinner lady, dance teacher, delivery driver etc.

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. During the year staff CPD included:

- Graded Care Profile – version 2 GPC2
- E-CAF
- 8 X 2 day accredited Mental Health First Aid training
- Five to Thrive
- 4 X Mellow Bumps Parenting (1 day Train the train training)
- 1 X Triple P for Teens (4-day facilitator training)
- Perinatal Mental Health Training: Saving Mother's Lives and Changing Outcomes
- Domestic and Sexual Violence level 2
- Domestic and Sexual Violence conference (London Borough of Harrow Safeguarding Board)
- Paediatric First Aid – all staff trained
- Health and Nutrition level 2
- Suzy Lamplugh training – Personal safety
- First Aid in the workplace

Financial Review

The Charity had £488,723 (2016 - £405,731) income from all sources this year, and with careful management of expenses we have minimised the deficit to £24,830 (2016 a surplus £20,190). This is explained further in our Financial Statements on pages 12-15. The Charity now has reserves of £53,219 (2016 reserve of £78,049); this reduction mainly reflects the closure of the shop following a period of sustained losses, and investment in IT systems. In addition, the Trustees and CEO have endeavoured to secure funding into the next financial year to provide the security deserved by our staff and the families we support.

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 started the year with three new contracts with London Borough of Barnet to support our work with pregnant mothers, vulnerable families, and children and women affected by domestic violence and abuse. We secured new funding from Mercers' Company and City Bridge Trust to continue our work with families with under-fives in Barnet. We're very fortunate to have successfully re-secured 3 years continuation funding from Henry Smith Charity for work in Barnet, and John Lyon's Charity for work in Harrow. The Big Lottery's Reaching Communities Fund has supported our capacity-building in LB Harrow and we now have a waiting list for our family support services.

As always, we are very appreciative of the long-term support provided by Hadley Trust towards our core costs and other long-term funders, including: BBC Children in Need, Buttle Trust, Barnet & Southgate College, Hertfordshire University, Santander and Jesus Hospital Charity.

Home-Start Barnet could not function effectively without the fundraising efforts and in-kind support provided by so many of our supporters. We are particularly grateful to;

- The Childhood Trust and the Stephen Rubin Foundation for pledging funds as part of the Big Give campaigns
- Arkley Golf Club and Kaz Donald for choosing Home-Start Barnet as the Ladies' Captains Charity for the year and raising over £11,000
- Brent Cross Fundraiser – staff and volunteers raised over £1,000
- Super Hero 5K fun run – 10 staff and volunteers raised over £1000
- Fun day fundraiser – families, volunteers and families raised over £400
- EOne - Peppa Pig merchandise including clothes, toys, beddings, books, games etc. worth over £2,000, distributed to our families for birthday/Christmas presents.
- The Kindness Offensive: A delivery of LUSH toiletries worth almost £3,000 distributed to our families and volunteers as gifts.
- The Greek Women's Philanthropic Association: donated shopping vouchers worth £750.00 at Christmas.
- Openreach staff donated six large boxes of Christmas toys for families who couldn't afford to buy Christmas gifts for their children.
- O3e: organised a charity bike-build as part of a team building exercise for Canada Life and donated 11 bikes for children of families who would benefit from them for Christmas as presents

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 should be maintained. In addition, the Trustees asked the CEO to monitor this requirement, and agreed that, should circumstances change, a temporary reduction 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 2017 were nil (2016 – 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 to continue the activities outlined above in the forthcoming years, subject to satisfactory funding arrangements. The main targets for the year to end March 2018 and beyond are as follows:-

- Sustain funding to support vulnerable children and families in the London Boroughs of 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
- Develop further work around perinatal maternal mental health
- 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
    - Young Brent Foundation
    - Colindale Consortium
    - Healthwatch Barnet
    - Home-Start London Consortium
- 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 the individual elements of the overall scheme.
- Work to the agreed Home-Start National Quality Assurance System.
- Invest in case management system

This report was approved by the Management Committee on 23rd October 2017 and signed on its behalf by:

Raphael Harris
Company Secretary

Home-Start Barnet

Statement of Financial Activities for the year ended 31st March 2017

INCOME	Note	Year ended 31st March 2017			Year ended 31st March 2016		
		Restricted Funds	General Funds	Totals	*Restricted Funds*	*General Funds*	*Totals*
Grants	3	£298,093	£149,466	£447,559	£243,029	£117,745	£360,774
Gifts and donations	4		£ 21,706	£ 21,706		£ 13,541	£ 13,541
Shop Income			£ 19,076	£ 19,076		£ 30,858	£ 30,858
Bank Interest	5		£ 382	£ 382		£ 558	£ 558
		£298,093	**£190,630**	**£488,723**	**£243,029**	**£162,702**	**£405,731**
EXPENDITURE	6						
Salaries and staff costs	11	£240,764	£160,511	£401,275	£199,472	£113,206	£312,678
Staff Training		£ 2,453	£ 1,636	£ 4,089	£ 2,100	£ 1,400	£ 3,500
Administrative costs		£ 29,906	£ 19,937	£ 49,843	£ 20,460	£ 13,640	£ 34,100
Year End Adjustments 2015					-£ 13,168	-£ 8,778	-£ 21,946
Fundraising			£ 456	£ 456		£ 527	£ 527
Events and Outings		£ 7,440		£ 7,440	£ 3,750		£ 3,750
Family Support Projects		£ 10,304		£ 10,304	£ 4,042		£ 4,042
Training and volunteer costs		£ 5,732	£ 3,822	£ 9,554	£ 5,633	£ 3,756	£ 9,389
Shop running expenses			£ 13,690	£ 13,690		£ 30,087	£ 30,087
Governance Costs	8		£ 100	£ 100		£ 274	£ 274
Professional fees	12	£ 10,081	£ 6,721	£ 16,802	£ 5,484	£ 3,656	£ 9,140
		£306,680	**£206,873**	**£513,553**	**£227,773**	**£157,768**	**£385,541**
Net Surplus/Deficit		**-£ 8,587**	**-£ 16,243**	**-£ 24,830**	**£ 15,256**	**£ 4,934**	**£ 20,190**
Contribution to Pension Fund deficit							
Funds at beginning of year		**-£ 22,630**	**£100,679**	**£ 78,049**	**-£ 37,886**	**£ 95,745**	**£ 57,859**
Funds at end of year		**-£ 31,217**	**£ 84,436**	**£ 53,219**	**-£ 22,630**	**£100,679**	**£ 78,049**

Home-Start Barnet

Statement of Financial Position at 31st March 2017

	Note		*at 31st March 2017*		*at 31st March 2016*
FIXED ASSETS					
Furniture and equipment	9		£ 8,566		£ -
CURRENT ASSETS					
Debtors		£ 6,875		£ 15,835	
Pre Payments		£ 4,713			
Cash in Bank and in hand		£149,312		£126,385	
			£ 160,900		£142,220
CURRENT LIABILITIES					
Creditors due within 1 year		£ 10,998		£ 3,504	
PAYE & Pension		£ 10,473			
Grants received in advance	3	£ 94,777		£ 60,667	
			£ 116,247		£ 64,171
Net current assets			£ 53,219		£ 78,049
Net assets			**£ 53,219**		**£ 78,049**
Represented by:					
Unrestricted Reserves		**£84,436**		£100,679	
Restricted Reserves		**-£31,217**		-£ 22,630	
			£ 53,219		**£ 78,049**

In preparing these financial statements:

(a) For the year ending 31 March 2017 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 23rd October 2017

Julia Robots

1. **Accounting Policies:** The accounts have been prepared on a going-concern basis under the historical cost convention, 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		£139,947
Henry Smith	£ 31,167	
Hadley Trust	£ 30,000	
BBC Children in Need		£ 23,524
John Lyons		£ 41,250
Health Watch	£ 750	
Big Lottery		£ 88,372
Other	£ 87,549	£ 5,000
Totals	**£149,466**	**£298,093**

4. **Gifts and Donations** comprise 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 Fundraising 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 have 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

	2017	2016
Gross wages	£350,543	£296,468
Employer's NI and pension costs	£ 39,835	£ 23,370
Total	£390,378	£319,838

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

a) The average number of employees employed during the 2016 -17 year were 15.

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 2017.

1. **Debtors**.

	2017	2016
Debtors	£ 6,875	£13,910
Pre-payments	£ 4,713	£ 1,925
	£11,588	£15,835

2. **Creditors**.

Amounts falling due within one year

	2017	2016
Expense creditors	£10,998	£2,904
Inland Revenue	£ 8,891	£ 0
Certification fee	£ 630	£ 600
	£20,519	£3,504

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

Chair's Report - Julia Roberts

Wow, 20 years on and our amazing team of staff and volunteers are supporting even more local families each year. 2016-17 was a record year and we supported **581 families**, including **almost 1,200 children**, across Barnet and Harrow.

Home-Start always inspires loyalty, passion and dedication and our team of highly-skilled staff work immensely hard to ensure 'their' families receive the best possible support to be able to move on with their lives.

Our dedicated, enthusiastic volunteers commit their time to visit families, help at playgroups, assist in the office, or become trustees.

So, a massive thank you to all who are involved with Home-Start now, and to those who have worked and volunteered in the past - your legacy lives on!

Julia

Our Patron - Martin H.C. Russell

My role as your Patron is curious. Occasionally I open the dictionary to remind myself of what is expected. The word Patron comes from the Latin '*patronus*' - someone who protects or defends.

When I pause to think about what I do for Home-Start, defending it does not come immediately to my mind, but I suppose I defend and protect by informing others: The Mayor, the MPs, the Assembly, Councillors, faith leaders and funders.

How do I inform them? By spreading the message of your success. By demonstrating pride in your growing achievements. By associating myself with your work. By encouraging them to better understand what you do, and the fact that you have done it for ***two decades***.

Simple! Let's all keep at it!

Martin

CEO's Report - Kirpal Dhadda

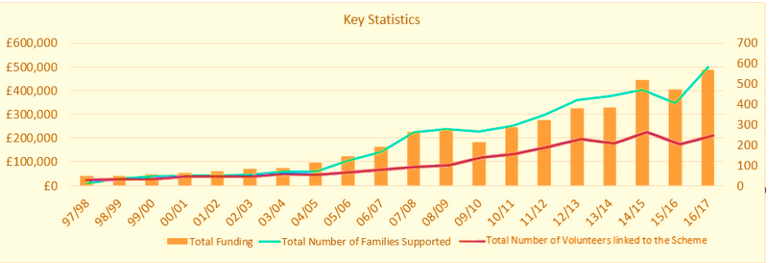
Home-Start Barnet & Harrow experienced tremendous growth during 2016-17. This is especially meaningful as we celebrate 20 years of family support, now in both boroughs. This year we supported **48% more families** than last year, with only a 20% increase in income and we have a waiting list for some of our services. In addition to our **Under-5's** home-visiting and **Family Group work** we provide **Perinatal Health Coaching, Family Health Coaching**, **Money Smart** projects and **Domestic Abuse** and **Play Therapy Groups**.

We've forged new partnerships with St Peters Bourne, delivering parenting programmes for parents of teenagers; Colindale Community Trust, recruiting and training Community Health Champions, and Hope in Harrow, delivering our financial literacy programme. None of this would be possible without the support of our funders including the Big Lottery, John Lyon's Charity, Hadley Trust, Henry Smith Charity, City Bridge Trust, Mercers' Company, BBC Children in Need, NNLS Appeals and the London Borough of Barnet.

This year almost 1,000 children and their parents and/or carers joined us for memorable trips, outings or events during the school holidays thanks to extra funding from John Lyon's Holiday Fund, The Childhood Trust, Jesus Hospital Charity, Stephen Rubin Foundation, Kaz Donald and the Big Give.

Our success is directly attributable to the hard work of our dedicated staff and our volunteers - who freely give of their time to go the extra mile to ensure that 'our' families receive the best support possible - and our management committee. **A big thank you to you all!**

Looking ahead, we have a staff Health & Wellbeing project, a family supper project and more in the pipeline. *Watch this space….*



Treasurer's Report - Raphael Harris

In our 20th year we have achieved record funding of almost £489,000 (2016 - £406,000) income from all sources this year; this is a terrific achievement in the present financial climate. Although we have experienced a deficit for the year, we are nevertheless in a similar position as we were at the end of 2015, with reserves of around £53,000. We have carried out more work and supported more families, yet have managed to hold the deficit to a little over £20,000. We have secured funding in the next financial year to provide the security deserved by our staff and the families we support.

Financial summary

	2014	2015	2016	2017
Revenue	£327 095.00	£445 534.00	£405 731.00	£488 723.00
Surplus/ (deficit)	-£47 325.00	-£13 718.00	£20 190.00	-£24 830.00
Net funds	£71 517.00	£57 859.00	£78 049.00	£53 219.00

Our sincere thanks to all our funders and donors …

London Borough of Barnet, The Big Lottery, BBC Children in Need, The Hadley Trust, Henry Smith Charity, John Lyon's Charity, City Bridge Trust, Mercers' Company, Four Acre Trust, Childhood Trust, Stephen Rubin Foundation, Jesus Hospital Charity, Awards for All, The Lynwood Fellowship, Waitrose Finchley: Community Matters project, Waitrose Temple Fortune: Community Matters project, Waitrose Mill Hill: Community Matters project, Christ Church Southgate, Santander Foundation, Barnet & Southgate College, Greek Women's Philanthropic Association, Kaz Donald, MiH Jeans, Austin Reed, VIP Nation, eOne, Hertfordshire University, Middlesex University, East Finchley Community Group, Bestways Cash & Carry, Arkley Golf Club, Kirit Amin, Genesis Community Foundation, The Kindness Offensive, ***and many more***…

Home-Start
Support and friendship for families
Barnet & Harrow

CELEBRATING 20 YEARS OF EXCELLENCE

2016-17 Annual Report

Home-Start Barnet Company no. 5379764 / Charity no. 1109550
Stephen's House, 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

INVESTORS IN PEOPLE

INVESTING IN VOLUNTEERS

Trupti Kavia: Operations Manager

Women's Support Group

During the past year we ran three groups for women who had experienced domestic abuse, coordinated by **Trupti Makwana** and **Suzanne Foreman**. The comments below, from one of the women who attended a group, highlight our work. Since completing the course X has gone on to become a Home-Start volunteer and also supports a coordinator at the Group.

"Before starting at the Group, I hadn't spoken to anyone about the issues I was having with my son's father. I was too scared to reach out, felt as if no one understood. On the first day, I was apprehensive, my confidence was very low. I had bottled up my emotions for so long, I felt ashamed, guilty, and blamed myself for staying in an abusive relationship. It didn't take long for me to relax; the other women were so friendly, supportive and understanding and I quickly opened up. It felt like a weight was lifted off my chest. I looked forward to the group each week and bonded with the other women. Each week I learnt something new and I realised that I wasn't the one to blame and shouldn't feel guilty. I started to understand what abuse was and ***knew I never wanted to go back****!*

Being part of the Group gave me the tools and knowledge to make positive changes in my life. Instead of living day by day I started to think about the future and what I wanted for myself and for my son. It helped me understand the impact the relationship had on my son and how I could sit and talk to him. Since leaving the group things have only got better. I feel as if I have begun to find myself again. My confidence and self-esteem has soared. I feel healthier both physically and mentally. I can honestly say that if it wasn't for the group I wouldn't be where I am today. The most exciting thing is, ***I know things will only get better****! "*

Money Smart

Corinne Comerford has facilitated our money management workshops and worked 1-on-1 with families for 18 months. Many adults have benefited from the workshops, and their children have learned the value of money at family 'Fun Days'. 1-on-1 home visits are more intensive as the programme is tailored to a family's specific needs.

Their newfound knowledge frequently changes their lives for the better, for example, a single mum, bullied by her children into buying them all treats and snacks every week, was struggling to pay her utility bills. ***"Strategies are now in place and each child chooses a treat for the whole family, rather than just themselves. We give the children pocket money and encourage them to save."***

Parenting Groups

Funded by **Barnet and Southgate College** we delivered the ***Incredible Years*** parenting programme, coordinated by **Suzanne Foreman** at Claremont Primary School and **Gilly Chowdry** at Fairways Children's Centre. Parents were involved in discussions, role plays and had weekly homework. Parents, having implemented the strategies they'd learned, reported ongoing improvements in their family lives. As one said, ***"Thank you again so much for everything over the last 3 months; its honestly been invaluable and I'm very grateful to you both."***

We were delighted to receive funding from LBB to work in partnership with **St Peters Bourne** to deliver three ***Triple P Teens*** parenting programmes, coordinated by **Leonie Hanson**, to parents of teenagers. The first programme took place early 2017 and was extremely successful, and we're delivering a further two programmes next year.

Therapeutic Play

Every Step Matters, working in partnership Home Start Barnet, provides a therapeutic support group for children, between the ages of 7-11, who have experienced or are experiencing domestic abuse. The children sum up the group experience best: ***"You help me stop thinking of bad things"***; ***"It made me think about how I act and how I think"***; ***"The group helped me to be happy at school and deal with my worries"***; ***"When I first came to this group I wasn't so sure if I should talk about my feelings but now I can talk about them".***

Luci Yellon: Volunteer Manager

During the past 12 months …

166 home-visiting volunteers have supported families across four projects. Volunteers also provide support in our **Home-from-Home Family Group** and **administrative support** in the office.

Home-Start volunteers reflect the diversity of Barnet and Harrow, which enables the coordinators to offer the best possible support to our families.

We offer ongoing training for volunteers. In addition, many access fully funded, on-line courses or specialist workshops, enabling them to provide more effective family support.

A heartfelt ***"Thank you!"*** to our wonderful volunteers for their enthusiasm, commitment and the time they give so freely to support vulnerable families.

Luci, Leonie & Shayo with a new group of volunteers

Suzanne Foreman: Family Support Manager

Barnet Family Support

2016-2017 was another very busy year for the Barnet team, with 352 referrals for one to one family support across our three projects. The value of feeling supported cannot be underestimated. 160 referrals were for our core work, supporting families with under 5s. Families were affected by depression, domestic abuse, poverty, housing, parenting, and the common underlying themes continued to be isolation and low self-esteem, impacting the whole family.

As one of the mums we support summed it up: ***"My volunteer gave me lots of praise and reassurance, helped with letters, benefits & phone calls and played with my baby, at a very difficult time for me. She was very kind."***

Family Health Coaching

We received 96 Family Health Coaching referrals, for families with older children at home. Many involved mental ill-health. Coordinated by **Leonie Hanson**, our coaches work on enabling families to resolve issues preoccupying them, such as housing and finance, and can then focus the family on their underlying health issues. Supported by their coach, many accessed much-needed health appointments and learned new parenting strategies. ***"The help from Home-Start helped me sort out my over-payments and I'm not as anxious about opening letters. I manage the weekly payment plan and don't feel so over-whelmed by it all. L helped me with my confidence and I'm more able to cope when my daughter eventually comes home. I've also de-cluttered and made my house safe."***

Perinatal Health Coaching

We ended the first year of our Perinatal Health Coaching project, coordinated by **Helen Andronicou**, with 96 referrals. This project supports mums in the last trimester of pregnancy and beyond, and focusses on improving their emotional health and wellbeing, leading to better outcomes for their baby. We supported mums who were vulnerable to post-natal depression and anxiety at a major transition in their lives and our staff and volunteers have learnt a huge amount about maternal ill health.

"Home-Start means to me a chance to start from 0 and arrive to hope and positivity. Home-Start means the existence of me and my baby" "A 180° turn. Now I have hope and a future!"

Home-from-Home Family Group

Our Home-from-Home family group in Colindale, coordinated by **Cathy Kirkman** and assisted by **Huma Imam** and several volunteers, continues to grow from strength to strength. This group provides a platform for parents and their children – sometimes isolated and lonely – to make new friends, learn new skills and receive support (along with a cup of tea!) in an un-threatening, safe environment.

As one mum says: ***"I've taken the steps myself, but Home-Start showed me the way and now, because of the work they do, I feel like I can give something back and have signed up for volunteer training!"***

Tamar Glyn: Harrow Senior Coordinator

In Harrow this year, **Gilly Chowdry** and I, along with 47 volunteers supported 73 families with 192 children.

This is one family's story…

Sara, a single mother experiencing post-natal depression following the birth of her second child, found it difficult to juggle the needs of her baby and her older son who has Type 1 diabetes. Sara was ignoring household bills and getting herself into debt.

Our volunteer listened and spent time with her, helped her to explore her feelings, to seek medical support for her depression, and to tackle her financial situation. Eventually, with her volunteer's support, Sara found part-time work and now manages her finances better.

"I had been going through so much alone… With the help of Home-Start I have become myself again and I am feeling so much better. I can't thank you enough." Sara