



Charity Registration No. 1114435

Company Registration No. 05706441 (England and Wales)

**POSSABILITY PEOPLE LIMITED**  
(limited by guarantee)

**Known as Possability People**

**TRUSTEES' REPORT AND CONSOLIDATED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

# POSSABILITY PEOPLE LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

### Management Committee

Dr Jon Hastie (Co-opted & Chair)  
Christine Laurence  
Kathy Goddon  
Shoshana Ruth Pezaro  
Sophie Reilly  
Maddy Hamp  
Stan Pearce  
Linda Elisha  
Samantha Oakley (Co-opted)  
Nicholas Simpson (Co-opted)

### Patron

Vacant

### Chief Officer

Geraldine DesMoulins

### Charity number

1114435

### Company number

05706441

### Registered office & Principal address

Montague House  
Somerset Street  
Brighton  
East Sussex  
BN2 1JE

### Auditors

Russell New Limited  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

### Bankers

Caf Bank Limited  
Kings Hill  
25 Kings Hill Avenue  
West Malling  
Kent ME19 4TA

# POSSABILITY PEOPLE LIMITED

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# POSSABILITY PEOPLE LIMITED

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2017

The trustees are pleased to present their annual group report together with the financial statements of the charity for the year ending 31 March 2017 which are also prepared to meet the requirements for a group directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### Structure, governance and management

The organisation is a charitable company limited by guarantee (05706441), incorporated on 13th of February 2006 and registered as a charity (1114435) on 31 May 2006 and originally registered 27<sup>th</sup> January 1981 (281731). The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In 2011 we developed a new brand confirming our working name as: The Fed – Centre for Independent Living (The Fed) which is the name by which we were more commonly known. In June 2016 we rebranded the organisation and our registered name The Brighton & Hove Federation of Disabled People was changed to Possability People.

Possability People is a **User Led** specialist infrastructure organisation whose membership is drawn from individuals or organisations with a personal or professional experience of disability services and rights.

Our membership elect a Board of Trustees made up of volunteer representatives (75% of whom are Disabled People). Possability People can demonstrate that it meets the exacting criteria of the Department of Health regarding its user led status. The Trustees are also the directors for the purpose of company law. Trustees serving during the period were:

Dr Jon Hastie – Chair	Co-opted 25.1.17
Christine Laurence	Re-elected 29.11.16
Kathy Goddon	Elected 05.12.14
Shoshana Ruth Pezaro	Elected 05.12.14
Sophie Reilly	Elected 21.10.15
Maddy Hamp	Re-Elected 29.11.16
Stan Pearce	Elected 21.10.15
Linda Elisha	Elected 29.11.16
Samantha Oakley	Co-opted 25.1.17
Nicholas Simpson	Co-opted 16.8.17
Andrew Devon	Elected 21.10.15 and Resigned 4.4.16
Catherine Young	Elected 21.10.15 and Resigned 20.7.16

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up. All trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 6 to the accounts.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2017**

#### **Group Structure and Relationships**

The charity has a wholly owned non-charitable subsidiary, Possability People Trading Limited, whose purpose is to provide support services to disabled people. Its trading performance and further information is detailed on page 29 of the financial statements.

#### **Recruitment and Appointment of the Board of Trustees**

Trustee recruitment is guided by the Equality and Diversity Policy through fair and transparent recruitment procedures as outlined in the Trustee Recruitment Pack. The essential requirements for trustees are listed in the role description and personal specification.

Under the requirements of the Memorandum and Articles of Association one third (or the number nearest one third) of the Trustees must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A Trustee retiring under this Article may stand for re-election.

Possability People's Board of Trustees must consist of at least 3 and not more than 15 individual members who meet quarterly and are responsible for the strategic direction and policy of the charity.

#### **Day to Day Responsibility**

Possability People have a Central Management Team supported by an Offices and Resources Co-ordinator.

The Central Management Team consists of:

**Chief Officer** - Responsible for: Strategy and Business Development

**Finance Officer** - Responsible for: Central Finance, Payroll and Supported Bank Accounts.

**Services and Volunteer Officer** - Responsible for Possability People's service provision.

**Projects & Innovation Officer** - Responsible for current and the development of new projects

**Social Care Personalisation Officer** – Responsible for Direct Payment and related support services

#### **Pay policy for senior staff**

The Chief Officer and Central Management Team are the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. The trustees provide oversight, governance and strategic direction to the charity. Details of trustee's expenses and related party transactions are disclosed in note 6 to the accounts. The pay of the senior staff is reviewed annually and normally increased in accordance with changes to National Joint Council (NJC) pay-scales.

#### **Risk Management**

The management committee discusses risk on an ongoing basis. Possability People holds a risk register.

The single biggest risk to the charity is the pressure on budgets in the public sector. We have already seen cuts to contracted budgets and have been warned that these reductions will be applied year on year, the percentages of these cuts vary from contract to contract. This market is volatile and is not easy to predict for budget setting if agreed late in the financial year, which further exposes the organisation to risk. To mitigate this risk we are continually looking for other opportunities to diversify our offer. There is further risk as contracts are now often payment by results and also paid in arrears which could potentially put the organisation's cash under pressure.

# POSSABILITY PEOPLE LIMITED

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### Objectives and activities

The charity's objectives are contained in the company's memorandum of association:

To promote social inclusion of disabled people in Sussex (1) by facilitating their involvement and participation in the planning and decision making structure of their communities, so that they can have equal rights and a voice and control over issues affecting their lives, and (2) by providing services including advice and guidance on welfare rights, health, housing and employment.

#### Our Mission Statement

We are a charity that makes more things possible for you in your life, no matter what your situation.

#### Quality

Ensuring we are able to deliver our aims and objectives Possability People has achieved a number of Quality Marks

We also operate under the following quality frameworks:

Our Continuing Independence Service is registered with the Care Quality Commission (Provider ID is 1-59)

**Investing in Volunteers (IiV)** is the UK quality standard for good practice in Volunteer management. The Quality Mark aims to:

- Benchmark the quality of your Volunteer management and involvement.

- Prove and improve the effectiveness of your work Volunteers.

- Enhance your organisation's reputation.

We have achieved the **Advice Quality Standard** with case work in the area of disability and benefits. As of April 2016, we are now also registered with the financial conduct authority which allows us to deliver regulated money and debt advice.

**The Advocacy Quality Performance Mark (QPM)** is a robust, quality assessment and assurance system for providers of independent advocacy in England, Wales and Northern Ireland.

The QPM assessment process involves four stages. The site assessment to Possability People signals the final stage of the assessment process, following the Award Manager's sign-off of the completed Policy and Process Confirmation and QPM Assessment Workbook.

Possability People has signed the Charter for Employers who are Positive about Mental Health. **Mindful Employer** provides employers with easier access to information and support in relation to supporting staff that experience stress, anxiety, depression and other mental health conditions.

**STEM** is a step-by-step guide to putting an environmental management system in place. Possability People has achieved **Blue** status - A business that has top management support for their environment programme and has carried out a baseline assessment of their current situation.

**CHAS** assesses applicants on their health and safety policy statement, their organisation and how it deals with health and safety and their specific health and safety arrangements. This means that everyone will work to an acceptable standard. All members of the CHAS scheme are stored on a database which is accessible by members only.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2017**

The **Disability Confident scheme** aims to help employers make the most of the opportunities provided by employing disabled people. It is voluntary and has been developed by employers and disabled people's representatives. The Disability Confident scheme has 3 levels that have been designed to support the Disability Confident journey. Possability People have achieved Level 3 – Disability Confident Leader. We act as a champion within our local community and networks, as well as helping other businesses to become Disability Confident.

### **Accessible Premises**

The organisation operated support services from six accessible sites.

East Brighton:	Montague House, Somerset Street, Brighton, BN2 1JE
West Brighton:	Snowdon House, 3 Rutland Gardens, Hove BN3 5PA
Central Brighton 1:	Churchill Square Car Park 1 Parking Level P3 Regency Road, BN1 2RF
Central Brighton 2:	London Road Car Park, Providence Place, Brighton BN1 4GE
North Brighton:	Possability Place, 14 Windlesham Avenue, Brighton, BN1 3AH
Hastings Office	HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

### **How our activities deliver public benefit**

The trustees confirm that they have complied with their duty to have due regard to public benefit guidance published by the Charity Commission.

Our main activities and who we help are described below. Possability People's underlying principle is the Social Model of Disability. The organisation believes disabled people are disabled not by limitations of their bodies and minds but by the societal barriers of unequal access, prejudice, discrimination, and social exclusion.

Possability People is a membership organisation. Currently our membership comprises of 33 organisations and 25 individuals.

Possability People has 58 members of staff and 94 volunteers.

We are the leading organisation in Brighton and Hove that supports people with a wide range of disabilities (pan impairment).

### **Our Projects, Services and Activities**

#### **Volunteering**

Possability People's volunteers contribute on average, a conservative estimate of 18,720 hours each year which is the equivalent to £158,184 in annual salaried costs per year if paid the Brighton Living Wage.

We have secured the Volunteering England Investing in Volunteers Quality Mark for three years from 2014 - 2017. This Quality Mark will increase our ability to access other funding streams in the future. This will contribute to the future sustainability of the volunteer support structure.

# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

Over the last year we have focussed on increasing the numbers of disabled people volunteering their time, skills and experience both with Possability People and throughout the County. We have done this through raising awareness of the Disability Action Alliance Volunteer Charter and exploring how volunteer opportunities can be open to all.

We have signed up over 61 Sussex based volunteer-involving organisations to the Disability Action Alliance Volunteer Charter to promote their accessibility to potential volunteers. We have delivered workshops on the subject of accessible volunteering, in Horsham & Mid-Sussex, Arun & Chichester & Hastings with plans to deliver further sessions in Eastbourne & Rother.

We are in the process of bidding for funds to develop this activity in East Sussex and have made positive connections with the Voluntary Actions and Volunteer Centres across the County.

We monitor and evaluate our volunteer's journey and achievements enabling us to learn and make improvements to our management and support of volunteers.

Volunteers are at the centre of all our activities. We provide volunteers with peer supporters so they are able to cascade knowledge and processes, supporting and training one another, which will again produce a sustainable support structure for the future

#### **Get Involved Group**

The Get Involved Group (GIG) is Possability People's user-led community engagement project, which aims to provide a platform for people with a lived experience of disability, long-term health condition, impairment or mental health condition, and their carers, to have their voices heard on issues that directly affect them. We identify the problems and help plan the solutions.

The GIG currently has over 400 members from across Brighton and Hove, which is almost a 200% increase in membership within the past 2 years since June 2015 (135 members).

The GIG provides opportunities for disabled people and carers to use their own lived experiences to help change their local community for the better, working with public authorities to improve the way in which services are delivered across Brighton and Hove, through raising awareness of common issues faced by disabled people, and planning the solutions.

The GIG holds regular meet-ups every 6 weeks in central Brighton to discuss a wide variety of commissioned and member-chosen topics, including welfare reform, service provision, NHS and Council services, transport issues, leisure facilities and activities, accessibility of services and public buildings, social isolation, housing, health and wellbeing, and awareness raising. Meeting attendance now averages 32 members per meeting, an increase of 28% since June 2016 (25 attending on average), and a 146% increase since June 2015 (13 members attending).

The project is primarily funded by Brighton and Hove City Council and Brighton and Hove Clinical Commissioning Group (CCG), but also covers a wider range of community services and topics which are user-led. Our members will steer the project by being involved in every aspect and area of the GIG, ensuring that the GIG is representative of the local community's views. As well as our regular meet-ups, members can also be involved in many different ways including our monthly radio show, Talking Possabilities, social media such as Facebook and Twitter, the monthly newsletter, volunteering opportunities, representing the GIG as a Go-To Person on steering groups and external meetings, attending the Access the Streets Group and our Young Disabled Adults social group too.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

The GIG newsletter has a readership of over 400 through our own mailing list, an increase of 65% since June 2016 (240 recipients). The newsletter also reaches over 2000 Possability People contacts through Possability People's online newsletter The Independence. Our activities are promoted on Possability People's Twitter account which has over 2000 followers, a significant increase of 65% from 1209 in June 2015. Our 11 volunteers offered a total of 1088 volunteering hours during the year 2016-17, which equates to an added cost value of £8,976 calculated at the Living Wage rate of £8.25 per hour. We really couldn't achieve everything we have without the wonderful work of the GIG volunteers, who support us through office admin, support at meetings, research of topics and issues, presenting our radio show, carrying out informal access reviews and so much more!

Over the past year, the GIG has seen an increase in its Deaf engagement through making even stronger links with SURDI, a local organisation specialising in Deaf engagement, as well as Enhance the UK. Through receiving extra funding from the CCG from December 2016 to June 2017, we have been able to increase the capacity of the GIG to better reach and engage people and groups from the Deaf community in Brighton and Hove by working with SURDI as a Deaf champion for our consultation and engagement work. This has enabled us as an organisation to better understand the barriers the Deaf community face when accessing services, and what gaps there are in service provision across the city. Although this funding has come to an end, the GIG hopes to continue building its relationship with the Deaf community, and will endeavour to continue its engagement work with SURDI and the Deaf Champion.

There is a great dynamic to the Get Involved Group with a wide variety of different topics being covered, and a whole wealth of lived experience, knowledge and understanding of disability issues, as well as solutions to overcoming barriers, being shared within the group. Through the provided space at the GIG, local residents have been able to improve local services for disabled people, pan-impairment, and their carers across Brighton and Hove, through utilising people's lived experience and their own knowledge of what solutions would help.

#### **Disability Advice Centre**

Possability People provides a free, confidential, independent and accessible information and advice service to disabled people, their families, friends and carers living in Brighton & Hove. We are the only Disabled People's User-led Organisation (DPULO) in the City and we are the only pan-impairment organisation in the City working with disabled and older people and people with long term conditions. We are known throughout the City as disability specialists and we have a holistic offer for our service users.

The advice centre operates Monday to Friday 10am to 4pm. During this time we staff an advice desk, where people can contact by telephone, email or in writing. We recently restructured our service to offer a drop-in service two days per week and an appointment service 3 days per week between 10 – 3pm. This allows us to better manage our service users expectations together with the increasing demands on the service.

Alongside the Information & Advice desk we provide a benefits support service supporting people to complete disability benefit claim forms, prepare for medical assessments & appeal decisions.

The service is overseen by the Volunteer and Services Officer, who is managed by the Chief Officer, and delivered by 3 part-time staff and a team of 14 volunteers; this is equivalent hours to two full-time workers. The advisers support, train and supervise the team of volunteers; this includes quarterly one-to-ones and six weekly team meetings. Volunteers staff the advice desk and provide 1:1 benefits appointments.

All Possability People premises are fully accessible.



# POSSABILITY PEOPLE LIMITED

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

Demand for the service continues to increase year on year;

- The DAC has received 4036 enquiries to date this year which is a 5% increase on last year and supported over 2920 clients. This is a 27% increase on last year, around half are new clients accessing the service.
- On average the service receives 370 enquires a month this is a 6% increase on last year.
- Around 80% of these enquiries are benefits related, compared to 60% this time last year.
- The average number of drop-ins is 50 per month.
- Between January and November 2016 we have delivered over 550 appointments.

#### Citywide Connect

There have been a number of significant developments outside of what has been an exciting time for the programme which has seen continued interest and attendance in our locality hub events resulting in increased activity through pledges and joint working across the city.

The first of which was the launch of Citywide Connect's social, economic and environmental impact and value evaluation – Improving Lives: Saving money in November 2015. The evaluation showed that Citywide Connect is fundamentally changing people's lives - and has made a tangible difference to the way we all work with older and isolated people in Brighton and Hove. The Social Value Made Real methodology (created by JB Eventus) sought to quantify the likely financial savings the programme represents. The evaluation calculated the Programme could save £34 for every £1 invested in it. Or to put that in a citywide context, a potential preventative saving of £3m to local health and social care budgets. For the hundreds of lonely people whose lives have changed dramatically for the better, there is no calculable price.

As one of our private sector participants commented *"Citywide Connect is creating significant culture change. It is changing the way organisations communicate, learn, share and work together. The value of Citywide Connect is making connections – this makes good business sense".*

(Loretta Harrison, Director, Home and Company, Private Sector)

The evaluation also demonstrated that the influence of Citywide Connect is at 3 levels: Strategic, Operational and Service/Frontline. The strongest at present appears to be at the **operational level** where organisations are coming together to achieve workforce development, sharing information, gaining knowledge, improving processes and systems (nearly 100% learn something new every time they attend a locality hub event; 97% attend to make new connections and to build cross sector relationships; 85% attend to explore opportunities for collaboration and joint working). **Service/frontline initiatives** are growing and the pledge mechanism has provided the impetus for increasing take up of service; reaching more isolated older people; and developing existing services or plugging gaps in areas of identified need (80% are now reaching more isolated and lonely older people in need of support; 67% have developed services to tackle gaps in provision). **Strategic** - Citywide Connect can provide a platform for discussion and looking at ways to address societal/strategic issues e.g. Falls Prevention which is an excellent example of how it acted as a catalyst for the work being undertaken – we continue to seek out further opportunities to work more closely with policy and decision makers to be more strategically aligned to other work going on in the City.

The second key development in the period was the move of the It's Local Actually site to a new platform in January 2016 – it has a new look and feel and greatly improved functionality to make it much quicker and easier to use. Other improvements include the facility to upload logos, leaflets, posters, images and lots more besides.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2017**

People can now search our **Out and About** database to free or low cost activities happening on their doorstep to across the city – there are 1,000 things to do happening across the city every week. The site has already attracted 28 new listings, bringing the total to 297 listings with 327 users registered. We have seen a corresponding growth in the impact of our Twitter account which now has around 500 followers. If people are looking for in-home services, or are a business that provides these, our new **Support At Home** section will help older and disabled people, their families, carers, or friends live independent at home for longer. 38 new businesses that provide services in the home have registered and these include dog walking services, solicitors, home care providers, therapists and befriending services. The site receives an average of 2,000 hits a month.

#### **Advocacy**

Possability People's Advocacy Service provides a free, confidential, independent and accessible service to adults with a physical and/ or sensory impairment including people who are Deaf or hard of hearing across Brighton & Hove.

The service is staffed by our Advocacy Officer and a team of Volunteer Advocates. The service is overseen by the Volunteer and Services Officer. The Advocacy Officer recruits, trains and provides ongoing support and supervision to the Volunteer Advocates. This includes quarterly one-to-ones and six weekly team meetings.

The impact of Welfare Reform has shaped the type of advocacy support needed by disabled people locally. We are providing support with medical assessments for all major disability benefits and support to prepare for and representation at tribunal hearings. Alongside this there is an increasing need for people to access support of an advocate with service gaps and unmet need exacerbated by public sector cuts.

Top Three Presenting Issues for our service are;

1. Finance and Benefits
2. Access to Social Care
3. Housing

Demand for the service continues to increase year on year.

#### **Direct Payments Support Service (DPSS)**

Possability People is proud to have been the Direct Payment (DP) Service provider in Brighton and Hove since 1998 and in East Sussex since 2014. We actively promote Direct Payments as a safe, viable and affordable model. The Direct Payment Support service provides a range of support and tools to enable service users to stand the best chance of "getting it right first time". The 'menu' of support users can choose from includes:

- Act as a point of initial contact in accessing personal budgets/direct payments - explaining how the scheme works, discussion of concerns and issues with the service user
- Advice on managing payments, budgeting, taking on staff i.e. recruitment; advertising; interviewing
- Assistance with placing advertisements for PAs (including on PA Noticeboard)
- Support in arranging interviews
- Advice and support about council/health trust requirements & service user responsibilities
- Advice Pack (i.e. guidance in whatever format/language required on all aspects of managing the personal budget/direct payment scheme)

# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

- Ongoing advice, information and support
- Identifying and mitigating risks
- Support and training for relevant council/health trust staff
- Assistance with reviews
- Providing outcome focussed solutions
- Support in designing interview questions and selection process
- Vetting (i.e. references and Criminal Records Bureau checks)
- Issuing contracts of employment
- To Providing Payroll, Disclosure Barring Checks and Supported accounts
- PA Noticeboard

#### **Continuing Independence Service**

Consultation with service users identified that in some cases people did not want to take on the responsibility of becoming an employer but would like to benefit from the choice and control that Direct Payments offers. Therefore, we have registered Continuing Independence as a service with the Care Quality Commission to meet this gap.

The aim of the Continuing Independence service is to enable disabled adults to be in control of their own support at home. This may include people with learning disabilities, people who use mental health services and people with dementia. It could include people who need input from a family member or friend in order to manage their support. We support people who wish to use self-directed care but who do not want to take on all the responsibility of being an employer. We provide a personalised, user-directed home care service. The ethos of the service is to promote independent living and to enable disabled people to exercise choice and control in their lives. This is a developing service for the organisation and we are meeting the challenges of innovation and personalised services within a framework of compliance.

It is particularly suitable for people who are moving from a direct payment for social care to a personal health budget within Continuing Healthcare but is not restricted to that group. We are seeing an increase in the take up of this service from self-funders.

The tasks undertaken vary according to the needs and preferences of the user but can include help both in and outside the person's home, with daily activity such as washing, eating, taking exercise, taking medicine, travelling, working, looking after pets.

#### **Link Back**

Link Back is a free service for older people in Brighton and Hove following a stay or outpatient appointment at the Royal Sussex County hospital (RSCH) and Craven Vale. The service links people to the community, voluntary and private sector services that can enhance their independence and day to day lives on their return home. The service benefits from direct access to other Possability People services, for example, The Disability Advice Centre, Advocacy, Shopmobility, The Continuing Independence Service (providing PAs), Citywide Connect services and It's Local Actually.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

#### **Service Outputs**

- 112 patients accepted support on discharge
- 194 referrals into the service
- 102 support planning visits at home
- 10 telephone based support.

#### **Services accessed:**

206 referrals and signposts to services

- 41% sought 1-1 support including befriending, re-ablement, practical/personal care.
- 16% sought and accessed social activities.
- 11% sought welfare and disability benefits advice.
- 32% sought a range of other services including adult social care & home adaptations, community transport, fire safety advice, community health and faith based support

#### **Outcomes:**

Based on **32** service users people achieving their goals at **4 months**

- Goals ranged from 1-5
- 25% achieved all their goals
- 69% achieved 1 or more goals

Factors impeding goal progression were ill health, services not yet in place, change of mind or circumstance.

#### **Community Employment Service**

We continue to deliver our employment programme, Journey 2 Employment (J2E) which supports people to identify and overcome barriers to the workplace, now in its 3<sup>rd</sup> year. The provision runs a 12 week course for small groups to come together and build supportive peer networks to find solutions to shared problems. The courses are supported by an ongoing weekly job club drop in where past and present participants can come and gain further support, practice new skills and catch up with their new acquaintances. This year, we also ran a specific digital skills course, helping people to build the digital skills needed to look for and apply for work online, as well as use these skills in a workplace. This provision was delivered over 6 weeks, with 2 sessions a week, running out of the fully accessible computer suite at Jubilee Library.

We also began a new programme in Hastings & Bexhill called Get Set. This programme runs a core weekly job club with a range of short courses which participants can access in any order as they move on their journey towards work. People can take any or all of these courses and also access 1:1 and group support sessions. We have partnered with the Brighton & Hove Chamber of Commerce to deliver an innovative project engaging local businesses to recruit and retain disabled staff.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

Across our Community Employment programmes to date we have supported 433 people. 72 of our participants have moved into paid work, 115 into volunteering or work experience, and 120 into further training or education. 98% of our participants report increased confidence, skills and motivation as a result of our interventions and feedback from all of our provisions remains exceedingly high. We regularly support people who have been rejected from other providers, providing tailored support which understands their needs and allows them to thrive.

The success of our approach has led to a great deal of interest locally and nationally. We have been invited to speak at national conferences including the Recruitment & Employment Confederation forum on accessible recruitment. We have been involved in the national task force put together by the minister for disabled people to redevelop and design the Disability Confident Scheme, and were one of the first 11 organisations to achieve level 3, Leader, Status being invited to receive our award in person from the Minister for Disabled People at the launch event. This scheme is providing us further opportunities to speak to businesses and organisations around disability recruitment, support for disabled staff and improvements to accessibility and customer service. We have been invited to speak to Sussex Police around their approach to supporting staff with long term health conditions and also delivered Disability Confident workshops to Job Centre Plus staff across Sussex. Staff in the Community Employment team are considered experts in their field nationally and are consulted by organisations around the country for advice and mentoring.

#### **Right Track**

The Right Track project continues to link people with musculoskeletal conditions, and their carers, into support in the community. The aim of the project is to learn about the needs and opportunities of people experiencing these conditions. This will help us to recommend a range of ways we can support more people in the community to become more active, by doing what matters to them. Right Track is being funded by local NHS provider Sussex MSK Partnership Central. The project is part of their commitment to support people to manage their condition and be in control of their health, both when receiving services and in the community.

Possability People continued to work with its partner, AgeUK West Sussex to deliver the provision across the Brighton & Hove and Mid-Sussex areas.

It is clear from the evidence we have so far gained from the Right Track programme that patients are seeking more information, knowledge and support in how to engage in shared decision making with their clinicians, and how to access appropriate local resources such as activities and support groups to assist them with their self-management plan.

During the year we have received 314 referrals from teams across the MSK Partnership. To ensure that we have still been able to meet our key objectives as specified in our contract, we have taken the opportunity to explore and open new referral routes, namely through the Pain Management clinic, Physiotherapy clinics at the Royal Sussex County Hospital, Brighton General Hospital and Hove Polyclinic, BHCC Health Trainers, the Community Neurological Rehabilitation Team, the Wellbeing Hubs, and most recently through clinicians in East Grinstead.

In addition to the development of new referral pathways, we have also set up regular MSK support groups in Brighton & Hove and West Sussex which have provided us with additional learning around the tools that people need to self-manage and the barriers they face, as well enabling us to identify people who are willing to support the work of the SMSKP Shared Decision Making project team.

Another area of development has been around the training and development of our staff and volunteers, where we have set up and facilitated training sessions relevant to supporting people to better manage their MSK conditions. For example, the recent two day peer support training is part of a longer term aim to facilitate groups where people with MSK conditions can support and learn from each other.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

Right Track is now in a prime position to work with increased numbers of patients to identify barriers to self-management, increase knowledge and information about what help is available in the community and voluntary sector, and to work with patients to overcome perceived barriers be it physical, emotional, financial or logistical. We recognise that every patient is an individual with their own set of individual circumstances, and that accordingly conversations and methods of working will be different with each person.

#### **Shopmobility**

Brighton Shopmobility hires out mobility scooters, powered and manual wheelchairs to visitors and residents of Brighton & Hove. We operate from three citywide locations; Churchill Square Car Park 1, Providence Place Car Park, London Road and Montague House, Montague Place, Kemptown, Monday to Friday 10 – 4pm.

Service users can drop-in to Churchill Square and use the free phone provided or alternatively, call, email or book online in order to discuss their requirements and tailor the service to best meet their needs. We have a range of small, medium and large scooters, including 6 scooters which can travel on Brighton & Hove Buses, two electric power chairs and a range of push and self-propel manual wheelchairs.

Over the last year Brighton Shopmobility has increased access to the city of Brighton & Hove for almost 700 visitors and residents. Without this service people would be unable to come on holiday, visit family and live their everyday lives independently with choice and control.

The project is part-funded by Brighton & Hove City Council and the offices are provided by Standard Life who own Churchill Square Car Park where the project is situated.

#### **Possability Place**

Possability People had the opportunity to be a partner with Brighton and Hove City Council and the Guinness Trust in a bid to the Department of Health for extra care housing specifically for physically disabled people. It was agreed that upon completion of the development that Possability People would manage the space.

The site is proving to be a popular and affordable meeting and training venue in a good central location for people to access.

#### **Website and social media**

##### Website

Possability People's new website was launched at the end of November 2016. The new website has an average of 9000 page views per month. Of those, 3,300 users are actively engaged with the site and 59% are new visitors. The top landing pages were: home page; shopmobility; contact us; work for us; PA Noticeboard; support. The most visited pages were: how we can help; about us; home page.

##### Facebook

Our Facebook page has 907 followers and has seen a steady growth in post engagement, with an average post reach of 1721 (the number of people who have looked at a post on our page).

##### Twitter & Instagram

We have 2085 Twitter followers.

We have recently set up an Instagram account which has 30 followers; as a new addition to our social media suite, it is a work in progress.

## **POSSABILITY PEOPLE LIMITED**

### **TRUSTEES' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2017**

##### Vimeo

Our Vimeo channel (the alternative to You Tube) hosts our films, with the People of Possability Film being most played. The film has had 1038 plays directly from Vimeo and a further 2,900 via Facebook.

##### Newsletter

Our newsletter has been bi monthly. However, subscriptions reached over 2000 putting us into the 'paid for service' category, and prompting a thorough clean-up of mailing lists. 1648 people remain subscribed.

##### **Digital Services**

**PA Noticeboard**, an online job vacancy board for people seeking PAs and PAs seeking work. This makes a significant contribution to workforce development in the city. This specialised jobs board also give us a platform to promote the role of the PA. The Noticeboard is now used by Portsmouth City Council and Spectrum a Southampton based user-led disability organisation providing support for people receiving Direct Payments.

**The Accessible City Guide** is our on-line information guide for disabled people visiting, living and working in Brighton & Hove. It's available through our website. As well as reviews on hotels, restaurants, cafes and tourist attractions, we include local information around accessibility. All of the reviews are written by our Volunteer Team based on their personal experiences of visiting the City's venues and attractions. We're adding to the Guide all of the time, giving readers up-to-date information about local accessibility.

**Its Local Actually** is our database of free or low cost activities in Brighton and Hove. It is for people who want to get out and about more, meet new people or just want to know what's going on in the area. All people have to do is put in a keyword or your post code and it will find an activity in the local area. They can also find information about micro business who can provide service for people to remain at home independently.



# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2017**

#### **Financial review**

Incoming resources during the year increased to £1,281,998 from £1,173,764. The principal sources of this income are shown in note 4 to the financial statements. We continue to work hard to boost our unrestricted income through social enterprise activity such as Payroll and Administration Services. In March 2017, we were supporting 418 people with Supported Bank Accounts and 397 people with Direct Payments payroll schemes. The surplus arising from this activity has enabled us to reinvest in services where our users identify a need. The percentage of funding that is unrestricted has increased again this year, and 34% of our income came from social enterprise.

Our results for the year show an overall surplus of £5,435, comprising of £2,074 from unrestricted funds and £3,361 from restricted funds. A transfer to restricted funds of £37,021 was required which resulted in an overall deficit of £(34,947) in unrestricted funds.

#### **Reserves policy**

Unrestricted funds held at the year-end were £151,169 which includes tangible fixed assets of £16,387. Therefore the free reserves as defined by the Charity Commission, showed a surplus of 134,782. The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 3 months of expected expenditure. Monthly budgeted expenditure for 2017/18 is £120,000 approximately and therefore the target is £360,000 in general funds. The present level of free reserves available to the charity therefore falls significantly short of this target level. Although the strategy is to continue to build reserves through planned operating surpluses, the Management Committee is well aware that it is unlikely that the target range can be reached for at least five years. In the short term the Management Committee has also considered the extent to which existing activities and expenditure could be curtailed, should such circumstances arise.

Restricted funds held at the year-end were £62,219. These funds can only be used for specific purposes as defined by the funders.

Direct Payments Support Services was funded by Brighton & Hove City Council to provide advice and a range of support and tools to assist service users. A deficit of £(12,760) was incurred on this activity requiring a transfer from unrestricted funds.

Disability Advice Centre was funded by Brighton & Hove City Council, NHS Brighton & Hove Clinical Commissioning Group, and a grant from the Henry Smith foundation, to provide an advice service for disabled people. At the year-end a reserve of £31,668 was carried forward.

Get Involved Group primary funding came from NHS Brighton & Hove Clinical Commissioning Group, together with work commissioned by Brighton and Sussex University Hospitals NHS Trust. The Group provides a platform for people with a lived experience of disability, long-term health condition, impairment or mental health condition, and their carers, to have their voices heard on issues that directly affect them. At the year-end a reserve of £17,660 was carried forward.

Into Work (Continuing Employment Service) is funded by grants from the Department of Work and Pensions, supporting disabled people to identify and overcome barriers to the workplace. A deficit of £(11,794) was incurred on this activity requiring a transfer from unrestricted funds.

Link Back is funded by NHS Brighton & Hove Clinical Commissioning Group to provide a service that links people to the community, voluntary and private sector services that can enhance their independence and

# **POSSABILITY PEOPLE LIMITED**

## **TRUSTEES' REPORT (CONTINUED)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

day to day lives on their return home from hospital admissions. At the year-end a reserve of £59 was carried forward.

Shopmobility is funded by Brighton & Hove City Council to provide hire of mobility scooters, powered and manual wheelchairs to visitors and residents of Brighton & Hove. At the year-end a reserve of £12,832 was carried forward.

Other is mainly funding from East Sussex County Council to research an Information and Advice Service. A deficit of £(12,467) was incurred on this activity requiring a transfer from unrestricted funds.

### **Future Plans**

#### **Plans for the forthcoming year**

##### **1. Continue our work to provide stability across our range of services.**

We will continue to promote and where possible seek growth across all our service areas. This will include continuing work with statutory organisations on supporting their aims.

##### **2. Continue to strengthen the core values of the organisation.**

We will work across the organisation to ensure our values are embedded in existing and new work.

##### **3. Explore opportunities to develop new projects and services that fall within our mission and charitable objectives, to meet emerging and unmet needs of our users**

We will continue to work with our users to understand areas of unmet need, and explore opportunities to address these

##### **4. Further raise the profile of the organisation to build the business.**

We will continue our work to raise our profile across the whole of Sussex and further develop relationships in Brighton and Hove in order to develop further work.



# POSSABILITY PEOPLE LIMITED

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2017**

### **Responsibilities of Board of Trustees**

The trustees, who are also the directors of Possability People Limited for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard for the UK and Republic of Ireland'.

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

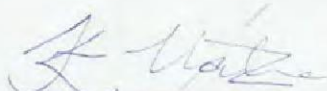
In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities' SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

### **Disclosure of information to auditors**

The Directors who held office at the date of approval of this Directors report confirm that, so far as they are each aware, there is no relevant audit information of which the Company's auditors are unaware; and each Director has taken all the steps that he ought to have taken as a Director to make himself aware of any relevant audit information and to establish that the Company's auditors are aware of that information.



On behalf of the board of trustees

Jon Hastie

Dated: 4 December 2017

# **POSSABILITY PEOPLE LIMITED**

## **REPORT OF THE INDEPENDENT AUDITORS**

### **TO THE MEMBERS OF POSSABILITY PEOPLE LIMITED**

We have audited the accounts of Possability People Limited for the year ended 31 March 2017 set out on pages 19 to 33. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed

#### **Respective responsibilities of trustees and auditors**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Possability People Limited for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the accounts**

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts.

In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### **Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice including Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.



**POSSABILITY PEOPLE LIMITED**  
**REPORT OF THE INDEPENDENT AUDITORS**  
**TO THE MEMBERS OF POSSABILITY PEOPLE LIMITED**

**Opinion on other matters prescribed by the Companies Act 2006 (continued)**

In our opinion, based on the work undertaken in the course of the audit,

- The information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The Trustees' Report has been prepared in accordance with applicable legal requirements.

In light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the information in the Trustees' Report is inconsistent in any material respect with the accounts or;
- the parent charitable company has not kept adequate sufficient accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Report, Strategic Report or in preparing the Report of the Directors.



**Mr Mark Cummins FCCA (Senior Statutory Auditor)**  
**for and on behalf of Russell New Limited**  
**Statutory Auditors**

The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

Dated: 14 December 2017

# POSSABILITY PEOPLE LIMITED

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2017

		Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
<b><u>Income from:</u></b>	<b>Notes</b>				
Donations		3,058	-	3,058	21,078
Activities for raising funds	3	36,049	-	36,049	39,596
Charitable activities – trading subsidiary	10	286,270	-	286,270	232,753
Charitable activities – parent charity	4	453,015	503,606	956,621	880,337
<b>Total income</b>		<b>778,392</b>	<b>503,606</b>	<b>1,281,998</b>	<b>1,173,764</b>
<b><u>Expenditure on:</u></b>	<b>5</b>				
<b>Costs of raising funds</b>					
Marketing and advertising		17,842	-	17,842	18,959
		17,842	-	17,842	18,959
<b>Charitable activities</b>					
Trading subsidiary	10	203,470	-	203,470	216,785
Parent charity		555,006	500,245	1,055,251	912,956
		758,476	500,245	1,258,721	1,129,741
<b>Total expenditure</b>		<b>776,318</b>	<b>500,245</b>	<b>1,276,563</b>	<b>1,148,700</b>
<b>Net income/(expenditure) for the year</b>		<b>2,074</b>	<b>3,361</b>	<b>5,435</b>	<b>25,064</b>
Gross transfers between funds	15	(37,021)	37,021	-	-
<b>Net movement in funds</b>		<b>(34,947)</b>	<b>40,382</b>	<b>5,435</b>	<b>25,064</b>
Fund balances at 1 April 2016		186,116	21,837	207,953	182,889
<b>Fund balances at 31 March 2017</b>		<b>151,169</b>	<b>62,219</b>	<b>213,388</b>	<b>207,953</b>
				<b>2017</b>	<b>2016</b>
				<b>£</b>	<b>£</b>
<b>(Deficit)/Surplus attributable to Possability People Limited</b>				<b>(77,365)</b>	<b>9,161</b>

All activities are classed as continuing. There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



# POSSABILITY PEOPLE LIMITED


## CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 2017

		2017	2016
	Notes	£	£
<b>Fixed assets</b>			
Tangible assets	9	16,387	42,301
Investments	10	-	-
		<u>16,387</u>	<u>42,301</u>
<b>Current assets</b>			
Debtors	11	161,347	58,316
Cash at bank and in hand		123,009	187,249
		<u>284,356</u>	<u>245,565</u>
<b>Creditors: amounts falling due within one year</b>	12	(87,355)	(79,913)
		<u></u>	<u></u>
<b>Net current assets</b>		<u>197,001</u>	<u>165,652</u>
<b>Total assets less current liabilities</b>		<u>213,388</u>	<u>207,953</u>
<b>Income funds</b>			
Restricted funds	15	62,219	21,837
Unrestricted funds		151,169	186,116
		<u>213,388</u>	<u>207,953</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 4 December 2017



Jon Hastie  
Trustee

Company Registration No. 05706441

# POSSABILITY PEOPLE LIMITED

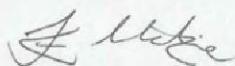
## CHARITY BALANCE SHEET

AS AT 31 MARCH 2017

	Note	2017 £	2016 £
<b>Fixed assets</b>			
Tangible assets	9	16,387	42,301
Investments	10	2	2
		<u>16,389</u>	<u>42,303</u>
<b>Current assets</b>			
Debtors	11	142,174	95,754
Cash at bank and in hand		123,009	137,560
		<u>265,183</u>	<u>233,314</u>
<b>Creditors: amounts falling due within one year</b>	12	<u>(68,184)</u>	<u>(67,664)</u>
<b>Net current assets</b>		<u>196,999</u>	<u>165,650</u>
<b>Total assets less current liabilities</b>		<u>213,388</u>	<u>207,953</u>
<b>Income funds</b>			
Restricted funds	15	62,219	21,837
Unrestricted funds		151,169	186,116
		<u>213,388</u>	<u>207,953</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 4 December 2017



Jon Hastie  
Trustee

Company Registration No. 05706441



**POSSABILITY PEOPLE LIMITED**  
**CONSOLIDATED CASH FLOW STATEMENT**  
**AS AT 31 MARCH 2017**

	Notes	2017 £	2016 £
<b>Net cash provided by/ (used in) operating activities</b>	<b>18</b>	<b>(64,240)</b>	<b>67,073</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment		-	(23,729)
<b>Cash provided by/(used in) investing activities</b>		<b>-</b>	<b>(23,729)</b>
<b>(Decrease)/Increase in cash</b>		<b>(64,240)</b>	<b>43,344</b>
<b>Cash and cash equivalents at the beginning of the year</b>		<b>187,249</b>	<b>143,905</b>
<b>Cash and cash equivalents at the end of the year</b>		<b>123,009</b>	<b>187,249</b>

	01 April 2016 £	Cash flow £	Other non-cash changes £	31 March 2017 £
Cash at bank and in hand	187,249	(64,240)	-	123,009

# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2017

#### 1 Statutory information

Possability People Limited is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative information page.

#### 2 Accounting policies

##### 2.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Possability People Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). There are no material uncertainties about Possability People Limited's ability to continue as a going concern.

##### 2.2 Group financial statements

These financial statements consolidate the results of the charity and its wholly owned subsidiary Possability People Trading Limited. A separate Statement of Financial Activities, or income and expenditure account, for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006.

##### 2.3 Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, the amount can be quantified with reasonable accuracy and receipt is probable. The subsidiary is VAT registered.

Grant income is recognised over the period for which it is granted.

Donations and gifts are recognised when receivable.

Investment income is recognised when receivable.

Other incoming resources are recognised when receivable.

##### 2.4 Expenditure

Expenditure is analysed as follows:

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support the activities of the charity.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity. They are included within the support costs of the charity.

All costs are allocated between expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned based on estimated usage as a proportion of directly attributable expenditure. Expenditure is provided for when a legal or constructive obligation exists and includes irrecoverable value added tax within the item of expense to which it relates.



# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### 2 Accounting policies (continued)

##### 2.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment	3 years straight line
Fixtures, fittings & equipment	6 years straight line
Specialist equipment	4 years straight line

##### 2.6 Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

##### 2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments. The Trustees seek to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

##### 2.8 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

##### 2.9 Investments

Fixed asset investments are not stated at market value, due to the lack of market information. The trustees have elected to value the investment at cost.

##### 2.10 Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

##### 2.11 Accumulated funds

Unrestricted general funds comprise those amounts received for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

Restricted funds are subject to specific conditions imposed by donors and includes monies raised for specific projects.

##### 2.12 Taxation

The parent company is a registered charity (number: 1114435). All of the charity's income falls within the exemptions set out in part 11 of the Corporation Tax act 2010.

**POSSABILITY PEOPLE LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2017**

**3 Income from activities for raising funds**

	2017	2016
	£	£
Counselling	1,822	1,907
Shopmobility	7,808	9,064
Fund Generation	26,419	28,625
	<hr/>	<hr/>
	36,049	39,596

**4 Income from charitable activities**

	Unrestricted funds	Restricted funds	Total 2017	Total 2016
	£	£	£	£
Income received	453,015	503,606	956,621	880,337
	<hr/>	<hr/>	<hr/>	<hr/>
Included within income received are the following:				
<u>Unrestricted funds</u>				
Continuing Independence Service			145,545	168,484
City Wide			97,332	102,889
BICS			149,670	128,451
Advocacy			38,576	38,576
Brighton & Hove City Council			20,000	20,000
South East Wellbeing Consortium			1,892	-
			<hr/>	<hr/>
			453,015	458,400
			<hr/>	<hr/>
<u>Restricted funds</u>				
Brighton & Hove City Council			223,564	235,221
Brighton & Hove NHS			28,691	-
Brighton & Hove City Council - Shopmobility			40,776	37,336
East Sussex County Council			20,918	-
Other Funders			-	1,750
Moneyworks			5,700	9,658
Henry Smith Foundation			38,700	37,800
Link back project			41,917	41,917
Journey 2 Employment			103,340	48,500
EQT			-	9,755
			<hr/>	<hr/>
			503,606	421,937



# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### 5 Expenditure

	Staff costs	Depreciation	Other costs	Total 2017	Total 2016
	£	£	£	£	£
<b>Costs of generating funds</b>					
Marketing and advertising	-	-	17,842	<b>17,842</b>	18,959
<b>Charitable activities</b>					
Parent charity activities undertaken directly	671,175	25,914	147,929	<b>845,018</b>	693,496
Parent charity support costs	114,262	-	95,971	<b>210,233</b>	219,330
Trading subsidiary activities undertaken directly	122,873	-	26,493	<b>149,366</b>	163,434
Trading subsidiary support costs	20,918	-	33,186	<b>54,104</b>	53,481
	<u>929,228</u>	<u>25,914</u>	<u>303,579</u>	<u><b>1,258,721</b></u>	<u>1,129,741</u>
Total expenditure	<u>929,228</u>	<u>25,914</u>	<u>321,421</u>	<u><b>1,276,563</b></u>	<u>1,148,700</u>

#### Analysis of support costs (including Governance costs)

	2017 £	2016 £
Wages and salaries	<b>135,180</b>	153,351
Legal and professional	<b>23,040</b>	25,166
General office and administration	<b>86,772</b>	73,553
Vehicle and travel	<b>7,691</b>	7,837
Governance costs:		
Audit and accountancy fees	<b>11,100</b>	7,920
Other services provided by auditors	<b>554</b>	4,984
	<u><b>264,337</b></u>	<u>272,811</u>

#### 6 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year. The charity paid travel costs on behalf of four (2016 – four) trustees totalling £721 (2016: £877).

The trustees have the power to amend the financial statements after issue.

**POSSABILITY PEOPLE LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2017**

**7 Statement of financial activities comparative funds – year ended 31 March 2016**

	Unrestricted funds £	Restricted funds £	Total 2016 £
<b><u>Income from:</u></b>			
Donations	21,078	-	21,078
Activities for raising funds	39,596	-	39,596
Charitable activities – trading subsidiary	232,753	-	232,753
Charitable activities – parent charity	458,400	421,937	880,337
<b>Total income</b>	<b>751,827</b>	<b>421,937</b>	<b>1,173,764</b>
<b><u>Expenditure on:</u></b>			
<b>Costs of raising funds</b>			
Marketing and advertising	18,959	-	18,959
<b>Charitable activities</b>			
Trading subsidiary	216,785	-	216,785
Parent charity	479,725	433,231	912,956
	<b>696,510</b>	<b>433,231</b>	<b>1,129,741</b>
<b>Total expenditure</b>	<b>715,469</b>	<b>433,231</b>	<b>1,148,700</b>
<b>Net income/(expenditure) for the year</b>	<b>36,358</b>	<b>(11,294)</b>	<b>25,064</b>
<b>Gross transfers between funds</b>	<b>(16,067)</b>	<b>16,067</b>	<b>-</b>
<b>Net movement in funds</b>	<b>20,291</b>	<b>4,773</b>	<b>25,064</b>
Fund balances at 1 April 2015	165,825	17,064	182,889
<b>Fund balances at 31 March 2016</b>	<b>186,116</b>	<b>21,837</b>	<b>207,953</b>
			2016 £
<b>Surplus attributable to Possability People Limited</b>			<b>9,161</b>



# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### 8 Employees

Employment costs	2017 £	2016 £
Wages and salaries	843,197	778,421
Social security costs	54,790	58,520
Other pension costs	31,241	20,978
	<hr/>	<hr/>
	929,228	857,919

The average number of persons employed by the charity during the year was 57 (2016: 52). No individual's emoluments were greater than £60,000.

The key management personnel of the charity consists of the Chief Officer, with the total employee benefits being £50,201 (2016: £48,915). This figure includes employers' national insurance and also employer's pension contribution.

# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### 9 Tangible fixed assets - Charity and Group

	Computer equipment	Specialist equipment	Fixtures, fittings & equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1 April 2016	60,666	30,463	66,039	157,168
Additions	-	-	-	-
<b>At 31 March 2017</b>	<b>60,666</b>	<b>30,463</b>	<b>66,039</b>	<b>157,168</b>
<b>Depreciation</b>				
At 1 April 2016	46,714	25,647	42,506	114,867
Charge for the year	10,784	4,816	10,314	25,914
<b>At 31 March 2017</b>	<b>57,498</b>	<b>30,463</b>	<b>52,820</b>	<b>140,781</b>
<b>Net book value</b>				
<b>At 31 March 2017</b>	<b>3,168</b>	<b>-</b>	<b>13,219</b>	<b>16,387</b>
At 31 March 2016	13,952	4,816	23,533	42,301

A change in depreciation policy was made in the current year. Previously, the depreciation rates were:

Computer equipment	33% reducing balance
Specialist equipment	25% reducing balance
Fixtures, fittings & equipment	15% reducing balance and 33% on cost.

As per Note 2.5, the Trustees have decided that a more realistic policy should use the following rates:

Computer equipment	3 years straight line
Specialist equipment	4 years straight line
Fixtures, fittings & equipment	6 years straight line

The adjustment required for each type of asset to amend the brought forward balances was

Computer equipment	£6,865
Specialist equipment	£4,599
Fixtures, fittings & equipment	£5,135
<b>Total</b>	<b>£16,599</b>

This adjustment is included in the Charge for the year of £25,914 in the table above.



**POSSABILITY PEOPLE LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2017**

**10 Charity fixed asset investments**

	£
<b>Cost at 31 March 2016 and 31 March 2017</b>	<b>2</b>
	<hr/>
Historical cost:	
At 31 March 2016	2
	<hr/>
At 31 March 2017	2
	<hr/>

**Holdings of more than 20%**

The company holds more than 20% of the share capital of the following companies:

Company	Country of registration or incorporation	Shares held	
		Class	%
<b>Subsidiary undertakings</b>			
Possability People Trading Limited	UK	Ordinary	100

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:

Company	Principle Activities	Capital and reserves	Profit/(loss) for the year
		£	£
Possability People Trading Limited (previously known as Fed Trading Limited)	Providing services to disabled people.	2	-
		<hr/>	<hr/>

Possability People Trading Limited, company number 07961915, which is incorporated in England and Wales, provides payroll and supported bank account services to disabled people. The registered office address is Montague House, Somerset Street, Brighton, BN2 1JE.

During the year Possability People Trading Limited made sales of £286,267 (2016: £232,753) and purchases of £26,492 (2016: £24,902) which are shown in the Statement of Financial Activities. Also during the year donations were made from Possability People Trading Limited to the charity of £82,800 (2016: £15,903) and office expenses of £54,105 (2016: £54,051) were charged by Possability People Limited. These have been eliminated on consolidation. At the year-end Possability People Trading Limited owed Possability People Limited £42,623 (2016: £55,499).

**POSSABILITY PEOPLE LIMITED**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2017**

**11 Debtors**

	<b>Group</b>		<b>Charity</b>	
	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade debtors	145,593	49,327	87,151	31,266
Other debtors	4,907	-	1,553	-
Amounts owed by group undertakings	-	-	42,623	55,499
Prepayments	10,847	8,989	10,847	8,989
	<u>161,347</u>	<u>58,316</u>	<u>142,174</u>	<u>95,754</u>

**12 Creditors: amounts falling due within one year**

	<b>Group</b>		<b>Charity</b>	
	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade creditors	11,343	16,776	11,343	15,058
Taxes and social security costs	34,319	8,351	17,308	13,737
Other creditors	3,077	15,680	3,077	1,943
Accruals	38,616	39,106	36,456	36,926
	<u>87,355</u>	<u>79,913</u>	<u>68,184</u>	<u>67,664</u>

**13 Pension and other post-retirement benefit commitments**

**Defined contribution**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Contributions payable by the company for the year	<u>31,241</u>	<u>20,978</u>

Pension contribution commitments at the year-end amounted to £3,077 (2016: £1,943).

**14 Share capital**

The charity is a company limited by guarantee and therefore without a share capital. No one member has overall control of the charity.



# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2016	Income	Movement in funds		Balance at 31 March 2017
	£	£	Expenditure	Transfers	£
Direct Payments (B&HCC)	-	164,246	(177,006)	12,760	-
Disabled advice centre (DAC)	14,062	86,949	(69,343)	-	31,668
Get Involved	2,651	56,481	(41,472)	-	17,660
Into work	-	103,340	(115,134)	11,794	-
Link back	5,124	41,917	(46,982)	-	59
Shopmobility	-	40,776	(27,944)	-	12,832
Other	-	9,897	(22,364)	12,467	-
	<u>21,837</u>	<u>503,606</u>	<u>(500,245)</u>	<u>37,021</u>	<u>62,219</u>

Details of each fund's activities are disclosed in the Trustees Report.

The transfers above represent shortfalls on project funding.

#### 16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 31 March 2017 are represented by:			
Tangible fixed assets	16,387	-	16,387
Current assets	222,137	62,219	284,356
Creditors: amounts falling due within one year	(87,355)	-	(87,355)
	<u>151,169</u>	<u>62,219</u>	<u>213,388</u>

# POSSABILITY PEOPLE LIMITED

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2017

#### 17 Commitments under operating leases

At 31 March 2017 the company had total commitments under non-cancellable operating leases payable as follows:

	Land and buildings		Other	
	2017	2016	2017	2016
	£	£	£	£
Within one year	1,125	1,125	3,282	3,282
Between two and five years	-	-	9,300	9,847
In over five years	-	-	-	3,282
	<u>1,125</u>	<u>1,125</u>	<u>12,582</u>	<u>16,411</u>

#### 18 Net cash (outflow)/inflow from operating activities

	2017	2016
	£	£
Net income/(expenditure)	5,435	25,064
Depreciation charge	25,914	12,735
Increase/(decrease) in creditors	7,442	20,482
Decrease/(increase) in debtors	(103,031)	8,792
	<u>(64,240)</u>	<u>67,073</u>