

REGISTERED COMPANY NUMBER: 04214688
REGISTERED CHARITY NUMBER: 1087399

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018
FOR
DISABILITY ADVICE SERVICE LAMBETH**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2018**

	Page
Company Information	1
Report of the Management Committee	2
Statement of Financial Activities	9
Statement of Financial Position	10
Notes to the Financial Statements	11
Report of the Independent Accountants	17
Income and Expenditure Account	18

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

The Management Committee presents its report and the unaudited financial statements for the year ended 31 March 2018.

Reference and Administrative Information

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

Management Committee

Ebenezer Akinsanmi	Chair
Judy Fink	Vice-Chair
Trevor Critchley	Treasurer
Michelle Esezobor	Secretary
Isabelle Clement	
Ameena Berkowitz (resigned 1.12.17)	
Marion Itzin-Borowy	
Ray Ludford	

Company Secretary

David Strong

Senior Management Team

David Strong	Director
Lauren Johnson-King	Direct Payments Team Leader
Claire Camplin	Advocacy Team Leader

Accountants

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

Bankers

NatWest, 504 Brixton Road, London SW9 8EB

Structure, Governance and Management

Governing Document

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

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

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

Recruitment and Appointment of new trustees

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

Organisational Structure

The Management Committee in 2017-2018 consisted of eight members who met on five occasions to direct the work of the charity at a strategic and policy level. They also received reports on financial matters and service performance. The Finance and Personnel Sub-Committee was consulted as necessary on funding, financial management and staffing issues.

Day to day responsibility for the operation of the charity is delegated to the Director and, through him, the Team Leaders, who together form the senior management team. The Director is responsible with the Committee for the charity's strategic direction, fundraising and the development of new service areas, for overall service delivery and performance, the management of the senior staff and of project workers other than the Direct Payments and Professional Advocacy Services teams, and external strategic partnership working. The Director also acts as Company Secretary. Team Leaders, who deputise for the Director as required, deal with the operational delivery of their respective services against contractual or other requirements including quality standards, staff and resource management and service promotion and development, as well as external partnership working within their areas of responsibility and contributing to the corporate work of the charity. In April 2017 the Direct Payments Team Leader was, additionally, designated as Assistant Director and led on a number of key areas of policy and business development.

Objectives and Activities

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

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

- Information and general advice on all aspects of disability for disabled people including older people with long-term illnesses, carers and professionals;
- Advice casework on welfare benefits, debt, housing and community care for disabled people including mental health service users;
- Professional advocacy on community care (including statutory referrals under the Care Act 2014), health, housing, family problems and safeguarding matters;
- Information, advice, support and training to people interested in, or using, Direct Payments to arrange their own community care services;
- Advice, support and provision of activities to enable more disabled people to engage in sport and physical activity;
- Community development work with local disabled people and their groups and organisations;
- Advocacy and support services for disabled people affected by hate crime;
- Strategic, partnership and social policy work on a range of initiatives and issues affecting disabled people.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

How our activities deliver public benefits

In ensuring that the charity's activities undertaken in meeting its objectives have been carried out for the public benefit, the trustees have had regard to the Charity Commission's guidance in this area. In reviewing the charity's performance, the trustees consider the impact of each service, both in terms of outputs and outcomes for individual service users and in influencing the provision which other agencies make for disabled and older people and for carers. They are satisfied that all the services delivered are consistent with, and contribute to, the charity's objectives. Activities are designed to provide interventions which improve the independence, wellbeing and financial circumstances of individual disabled people, their families and their carers and/or prevent the onset of problems for these groups, support them to access their rights, enable them to influence the services and opportunities more widely available to disabled people in Lambeth and support their voice. The section on achievements which follows summarises how each major service delivers benefits and where applicable, the number of beneficiaries in 2017/18.

Achievements and Performance

Independent Living and Carers' Partnership

This was the third year of this service for disabled and older people and carers, including young carers, commissioned by Lambeth Council and led by Age UK Lambeth working with Help for Carers, Lambeth and Southwark Mencap and Royal Association for Deaf People in addition to DASL. Collectively, the partners delivered a wide range of information, advice, advocacy, direct payments support, community development, activities and other support services.

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

Professional Advocacy

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

The main focus of the service continued to be to respond to referrals under the Care Act of those people who have a statutory right to advocacy. DASL is the main commissioned provider for this service. Overall, in 2017/18, the service received 430 requests for support for 259 people. This resulted in 282 referrals (issues) taken on for advocacy (210 of them under the Care Act duty) with a further 178 issues with which people were supported to access other appropriate services instead. There was an overall 16.5% increase in requests for support accepted compared to 2016/17 but an 11% reduction in Care Act referrals.

At the Council's request, Care Act referrals, particularly those for safeguarding matters, were prioritised and the service maintained a regular dialogue with senior Lambeth Council social work managers about the demand for Care Act advocacy, the capacity of the service, the effectiveness of referral systems and the issues which advocacy involvement was highlighting about the Council's own adult social care processes. The team continued to be very active in providing training and advice to social workers and in promoting the service to potential users and those who support them through outreach, talks to community groups and attendance at a variety of forums including the Adult Safeguarding Board's Community Reference Group.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

Direct Payments Support Service

This long-standing DASL service, amalgamated into the ILCP as part of the single contract from April 2015, continued to operate to its separate, specialist service specification.

As a result of the implementation of further cuts in its services, the restructuring of its adult social care teams and competing priorities, new referrals from Lambeth Council fell to 124 from the 148 made in 2016/17. Nevertheless, the team remained very busy, providing casework support to an average of 100 clients a month and also dealing with 415 one-off enquiries during the year (an increase of 26%). Over the year, a total of 364 individuals received some form of support, 37 fewer than in the previous year.

The DASL team continued to work closely with Lambeth Council colleagues to improve systems and processes and provide training and advice on cases. Finding suitable people to work as Personal Assistants continued to be challenging although 65 clients were assisted with PA recruitments. The team invested considerable time in promoting the PA role locally through job fairs, talks to student and outreach with community organisations and local employment services.

The team continued to arrange and facilitate successful monthly peer support meetings for direct payments users on a range of subjects and feedback from a survey of attendees is being used to shape the future development of the group. In addition, a 10 week course funded by Skills for Care was delivered for a group of 14 individual employers.

At a strategic level, the Team Leader continued as an officer of the London Self Directed Support Forum, held discussions with Lambeth CCG about developing Personal Health Budgets and contributed to a Skills for Care task and finish group on improving learning development provision for employers and PAs.

Community Development with Disabled People

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

The work programme was delivered by one full-time project worker. An important part of the role was to provide holistic assessments and general advice, support and referral to disabled individuals contacting DASL for help. Outreach and development work included running a joint social group with Lambeth and Southwark Mencap; the 'Access All Areas' project bringing together work on access barriers, transport, digital inclusion and the Council's flagship project 'Your New Town Hall'; working with the Lambeth Equality Commission to highlight key issues affecting disabled people and helping the Commission engage with disabled citizens; advising on the Council's Internal Disability Review; representing DASL on the Black Thrive Black Wellbeing partnership and networking with a diverse range of community projects to design and fundraise for projects to benefit disabled people and promote inclusion and community cohesion. The project worker also continued to be an important resource for the work of the Lambeth Disability Hate Crime Partnership by providing administrative support and taking a lead on event organisation and social media.

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

Specialist Advice Service

The service continued with funding from the charity's reserves, fulfilling its brief as a specialist resource for mental health service users and other disabled people needing advice casework on welfare benefits, debt, housing and community care matters. The service was delivered by a part-time Senior Advice Worker supported by two regular volunteers and the Community Development Worker who managed the Enquiry Line service. During the year, despite reduced staffing capacity, advice casework was provided to 158 people, 43% with significant mental health issues, who were helped with a total of 204 different legal problems. The service continued to support people up to tribunal level and achieved a high success rate in having decisions changed in favour of clients at appeal. More strategically, the charity contributed to discussions with partners about improving advice provision for mental health clients and to planning in readiness for the full roll-out of Universal Credit to Lambeth claimants from January 2018. It also made a detailed submission to the Council's consultation on proposed changes to the Council Tax Support scheme which came into effect in April 2018.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

London Stroke Choir

The London Stroke Choir continued to build on its successful re-launch in September 2016, involving up to 25 stroke survivors, mainly from Lambeth and Southwark but with some travelling from other London boroughs. DASL funds the cost of the Choir coordinator and some of the running costs and we were again grateful for the support of Morley College which provides free rehearsal space and shares the cost of the musical director. Funding relied on individual donations during 2017/18 but a new Awards for All grant, confirmed in May 2018, has secured its future for a further year. In October the choir was one of three community choirs which gave the first performance of a prestigious new work by Orlando Gough, 'Hospital Passion Play', at the V&A, as part of the Stroke Odysseys project.

'Into Sport' Project

The four year, Sport England funded, Into Sport project, delivered through a partnership with Disabled People's Organisations in four other London boroughs, Inclusion London (which managed the project) and London Sport, came to an end in March 2018. During this time the charity's part-time IntoSport Worker, enabled over 150 Disabled people to participate in sport and physical activity. In the final year, the project consolidated its close collaboration with GLL (Better), the main leisure centre provider for the borough, which contributed important in-kind support. Three successful schemes were piloted - a multi-sports outdoor session at Slade Gardens in Brixton, a Supported Swimming Group at Clapham Leisure Centre and a multi-sports club at Streatham Ice and Leisure Centre which was particularly well attended by young Disabled people from local colleges. All these sessions have become part of the core programme. Led walks from the charity's base at 'We are 336' continued with several DASL staff undertaking walk leader and Inclusive Community training and the charity also co-organised additional activities including ice skating sessions for Disabled people.

2017/18 was the first full year of the three year project - Get Out, Get Active (GOGA), funded by Spirit of 2012. This is a national project with a focus on Disabled and non-disabled people enjoying sport and physical activity together. Lambeth and Wandsworth are the two London boroughs taking part. The charity was able to integrate its IntoSport provision with the additional resources from GOGA to develop an enhanced programme for Disabled people including a new peer mentoring scheme which matches Disabled people with volunteers to help them access opportunities and sustain their participation. From January 2018 the Council designated the charity as the lead partner for GOGA with additional responsibilities for holding the budget and coordinating the overall programme.

Strategically, the charity became part of the steering group of a new Lambeth Disability Sports Network and has been prominent in local conferences to bring together statutory and voluntary sector organisations to work together more closely to improve health and wellbeing outcomes for a range of citizens through sport and physical activity.

Disability Hate Crime

DASL continued to chair and coordinate the Lambeth Disability Hate Crime Partnership, working with other voluntary organisations and Council and Metropolitan Police representatives, who met monthly as a working group. The two year Trust for London funded project was largely completed by March 2018 with a new one year grant from the Mayor's Office for Policing and Crime to be taken up from June 2018. The charity's Hate Crime Advocacy and Outreach Worker (Disabled People) continued to take on complex casework with victims, in some cases supporting them through to prosecution in the courts, as referrals to her service increased. She developed excellent working relationships with the Lambeth Metropolitan Police's lead officer for disability hate crime which enabled cases to be more consistently and thoroughly identified, investigated and reviewed. In 2016/17 and 2017/18, the first two years of the project, 31 and 27 disability hate crimes were reported in the borough against an average of under 6 per year over the previous six years, a measure of its contribution to raising the profile of this type of crime. In May 2017 over 20 Disabled people attended the Partnership's safer travel on buses session, organised with Transport for London, Lambeth Council and the Metropolitan Police Lambeth Safer Transport Team. A fourth successful annual event for Disabled people was organised during National Hate Crime Awareness Week in October 2017.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

Financial Review

The charity experienced another challenging financial year. Another nil inflation increase on the Council's main ILCP contract, structural underfunding of some of the central costs, and inflation in areas such as rent contributed to an overall deficit which was, otherwise, largely accounted for by the trustees' decision to continue to invest in the Specialist Advice Service from reserves. For the first time in three years the Committee decided to make a cost of living award to staff to acknowledge their continuing contribution to the charity.

Income for the year was £400,882 (2016/17 £410,915) with expenditure of £438,097 (2016/17 £424,148). As a result, an overall deficit on the year of £37,125 was incurred (2016/17 £13,233).

The impact of this deficit was to reduce the total funds carried forward to £155,813 (2017 £193,028) of which £136,392 (2017 £163,511) was unrestricted. The restricted reserves of £19,421 (2017 £29,517) included a surplus on grant funding received for the Disability Hate Crime which is carried forward for use in the first quarter of 2018/19.

Principal Funding Sources

The charity's principal funder continues to be Lambeth Council for those services being delivered through the Independent Living and Carers' Partnership.

The other significant funders in 2017/18 were Trust for London for the Disability Hate Crime project, Sport England for the 'Into Sport' project via the partnership lead, Inclusion London, and Spirit of 2012 for the Get Out Get Active programme via London Borough of Lambeth. In addition, individual employers using Direct Payments were able to access training in being a good employer funded through a Skills for Care grant to the charity.

The charity generates income from lettings of its meeting room to other organisations. These offset, as far as possible, the cost of renting this space from the landlord, Lambeth Accord. In 2017/18 income from this source increased and a small surplus was realised because the charity provided this accommodation to Richmond AID to deliver a year long programme of job clubs for Disabled people.

Risk Management

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

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

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

In 2017/18 a more comprehensive and robust business continuity plan was developed and a considerable amount of preparation was undertaken to ensure that the charity would be compliant with the General Data Protection Regulations on its introduction on 25th May 2018.

The decision in January 2018 that the ILCP contract would be renewed by the Council for a further two years, until March 2020, on the same funding terms, provided the charity and its partners with much needed reassurance but the request to the Council to consider an inflation uplift has not yet been addressed.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2018

Reserves Policy

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

The Committee's overall policy is a target for unrestricted reserves which would provide for at least six months operating costs. The available reserves (£136,392) fell below this level by 37.5% at the end of financial year 2017/18 and, since the charity has again committed to fund the Specialist Advice Service from reserves for an initial period in 2018/19, there is likely to be a further reduction in the unrestricted reserves available by March 2019.

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

Plans for Future Periods

The charity's core provision will continue to be delivered through the ILCP contract until March 2020 and it will work closely with its partners to demonstrate the value and impact of the services jointly provided to the Council to secure funding beyond that.

Although referrals under the Care Act duties reduced somewhat from the 2016/17 figure, it is expected that demand for advocacy from Disabled and older people affected by the reduction in resources available for adult social care will grow steadily. The charity will be audited again for the award of the Advocacy Quality Performance Mark in 2018 and is confident of being able to demonstrate that it reaches a high standard across all areas of its advocacy provision.

Maximising take-up of Direct Payments remains important for the Council and the expertise available within DASL's Direct Payments Service is key to achieving this, ensuring that people choosing this option have access to sound advice and training, and to ongoing support, from a trusted independent source. There is also potential growth in use of Personal Health Budgets and in self-funders making their own care arrangements and the service will be responsive to these needs. The charity will also be piloting training for Personal Assistants in addition to delivering its established courses to individual employers.

Maintaining the charity's Specialist Advice Service as a key element of its offer to Disabled people remains a priority for the Committee but new funding will need to be generated urgently to make this sustainable.

The innovative work of the Community Development service and its ability to engage and support Disabled people on key local issues offers scope for the charity to take on a key role in a number of areas for improvement highlighted by the Lambeth Equality Commission's report in July 2017 and the Council's subsequent Disability Review. These include building tailored support for young Disabled people aged 16-25, increasing participation of Disabled people and developing Disabled leaders. The Council has approved, in principle, setting up a pan-disability reference group for the borough in which Disabled People's Organisations such as DASL would have a key role. In a number of these areas there are opportunities to work with other disability-focussed charities also based at the 'We are 336' centre. The withdrawal of Lambeth and Southwark Mencap from the ILCP in March 2018 has resulted in the transfer of responsibility for community development work with adults with learning disabilities to DASL. This will enhance the charity's existing programme of work with this high priority client group.

Both the Into Sport and the Disability Hate Crime projects have now become integrated and important elements of DASL's service offer. Both have secured income into 2019 and have realistic prospects of attracting additional resources to increase the impact of their work and make longer term planning possible.

The charity is bringing together its ideas about enhancing current services and developing new ones into a new three year Strategic Plan, to be completed by mid-2018, which will help it to clarify its short and medium term priorities. This will be linked with a review of management and operational systems to increase efficiency and development of a refined business model and a refreshed fundraising strategy.

DISABILITY ADVICE SERVICE LAMBETH

**REPORT OF THE MANAGEMENT COMMITTEE
for the Year Ended 31 March 2018**

Responsibilities of the Management Committee

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

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

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

Members of the Management Committee

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

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

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

Accountants

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

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

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

Approved by the Management Committee on 4/7/2018 and signed on its behalf by:

Trevor Critchley
Treasurer

Date:


5th October 2018

DISABILITY ADVICE SERVICE LAMBETH

**STATEMENT OF FINANCIAL ACTIVITIES
(Including Income and Expenditure Account)
for the Year Ended 31 March 2018**

	Notes	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Incoming resources:					
Voluntary Income:	4				
Donations & grants		-	77,075	77,075	78,105
Lambeth funding contracts		307,695	-	307,695	311,696
Activities for generating funds:					
Investment Income	3	21	-	21	44
Incoming resources from charitable activities:					
Other Income		14,764	1,327	16,091	21,070
Total incoming resources		322,480	78,402	400,882	410,915
Resources expended					
Costs of generating funds:					
Costs of generating voluntary Income		-	-	-	-
Charitable activities		349,599	88,498	438,097	424,148
Total resources expended	2	349,599	88,498	438,097	424,148
STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES					
Net incoming resources before other recognised gains (net income for the year)					
		(27,119)	(10,096)	(37,215)	(13,233)
Transfer depreciation reserve		-	-	-	-
Transfer reserves		-	-	-	-
Other recognised gains					
Gain on revaluation of Investments		-	-	-	-
Net movement in funds		(27,119)	(10,096)	(37,215)	(13,233)
Total funds brought forward		163,511	29,517	193,028	206,261
Total funds carried forward	12	136,392	19,421	155,813	193,028

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

The notes form part of these financial statements

STATEMENT OF FINANCIAL POSITION
31 March 2018

	Notes	Unrestricted funds £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
FIXED ASSETS					
Tangible assets	9	1,949	823	2,772	2,793
CURRENT ASSETS					
Debtors	10	36,241	-	36,241	16,695
Cash at bank and in hand		<u>99,522</u>	<u>18,598</u>	<u>118,120</u>	<u>174,950</u>
		135,763	18,598	154,361	191,645
CREDITORS					
Amounts falling due within one year	11	(1,320)	-	(1,320)	(1,410)
NET CURRENT ASSETS		<u>134,443</u>	<u>18,598</u>	<u>153,041</u>	<u>190,235</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>136,392</u>	<u>19,421</u>	<u>155,813</u>	<u>193,028</u>
NET ASSETS		<u>136,392</u>	<u>19,421</u>	<u>155,813</u>	<u>193,028</u>
FUNDS	12				
Unrestricted funds				136,392	163,511
Restricted funds				<u>19,421</u>	<u>29,517</u>
TOTAL FUNDS				<u>155,813</u>	<u>193,028</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year end 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year end 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

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

The financial statements have been prepared in accordance with the provisions of Financial Reporting Standard 10 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements were approved by the Board of Directors on 4th July 2018..... and were signed on its behalf by:

Director

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2018**

1. STATUTORY INFORMATION

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

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Financial Reporting Standard Number 1

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

Turnover

Turnover represents grants and contract funding payments received.

Tangible fixed assets

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

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

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

Fund accounting

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

Incoming resources

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

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

Resources expended

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

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

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2018**

2 Total Resources Expended

	£	Disability Hate Crime Project	Direct Payments Support	Stroke network project	Specialist Advice Service	Info Sport Project	Professional Advocacy	Community Development - Disabled People	2018 Total	2017 Total
Costs directly allocated to activities										
Staff costs	2,618	25,785	123,326	3,662	28,043	32,764	107,472	39,855	363,525	334,834
Committee costs	-	113	558	-	113	113	348	114	1,359	1,556
Activity costs	3,707	1,773	1,987	750	1,073	4,927	386	495	15,098	14,892
Support costs allocated to activities										
Establishment costs	11,449	2,577	10,066	-	2,497	2,545	7,852	1,581	38,567	37,305
General office expenses	842	1,464	5,975	159	1,836	2,242	3,650	1,319	17,487	22,947
Fees & finance charges	-	48	230	-	57	48	159	60	602	11,424
Depreciation	187	870	24	69	67	221	16	5	1,459	1,190
Total resources expended	18,803	32,630	142,166	4,640	33,686	42,860	119,883	43,429	438,097	424,148

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2018**

3. INVESTMENT INCOME

	31.3.18	31.3.17
	£	£
Deposit account interest	<u>21</u>	<u>44</u>

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

	Unrestricted	Restricted	2018	2017
	Total			Total
	£	£	£	£
London Borough of Lambeth	307,695	-	307,695	311,696
Sport England	-	17,668	17,668	21,159
Trust for London	-	34,400	34,400	34,280
Other	<u>14,785</u>	<u>26,334</u>	<u>41,119</u>	<u>43,780</u>
	<u>322,480</u>	<u>78,402</u>	<u>400,882</u>	<u>410,915</u>

5. STAFF COSTS

	31.3.18	31.3.17
	£	£
Wages and salaries	331,843	305,984
Social security costs	27,493	23,796
Pensions	3,255	1,241
Other staff costs	<u>936</u>	<u>3,811</u>
	<u>363,527</u>	<u>334,832</u>

No employee received emoluments of more than £60,000.

The average monthly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	31.3.18	31.3.17
Manager	1	1
Direct	<u>10</u>	<u>9</u>
	<u>11</u>	<u>10</u>

6. NET INCOMING (OUTGOING) RESOURCES

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

	31.3.18	31.3.17
	£	£
Depreciation - owned assets	1,460	1,191
Auditors' remuneration	<u>-</u>	<u>-</u>
Directors' remuneration and other benefits etc	<u>-</u>	<u>-</u>

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2018**

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

8. TAXATION

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

9. TANGIBLE FIXED ASSETS

	Plant and machinery etc £
COST	
At 1 April 2017	38,399
Additions	<u>1,440</u>
At 31 March 2018	<u>39,839</u>
DEPRECIATION	
At 1 April 2017	35,606
Charge for year	<u>1,461</u>
At 31 March 2018	<u>37,067</u>
NET BOOK VALUE	
At 31 March 2018	<u>2,772</u>
At 31 March 2017	<u>2,793</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade debtors	24,537	13,003
Other debtors	<u>11,704</u>	<u>3,692</u>
	<u>36,241</u>	<u>16,695</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade creditors	-	88
Other creditors	<u>1,320</u>	<u>1,322</u>
	<u>1,320</u>	<u>1,410</u>

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2018**

12. MOVEMENT IN FUNDS

	At 1.4.17 £	Net movement In funds £	At 31.3.18 £
Unrestricted funds			
Development Projects	146,937	4,274	151,211
Direct payments support	104,430	7,834	112,264
Professional Advocacy	38,285	(2,032)	36,253
Specialist advice service	(129,944)	(33,686)	(163,630)
Carer's Hub Lambeth	3,861	-	3,861
Community development - Disabled people	(58)	(3,585)	(3,643)
Into Sport Project	-	76	76
	<u>163,511</u>	<u>(27,119)</u>	<u>136,392</u>
Restricted funds			
Development Projects	2,019	-	2,019
Disability Hate Crime Project	8,483	1,770	10,253
Stroke network	(21,743)	(3,313)	(25,056)
Specialist advice service	-	-	-
Direct payments support	11,823	-	11,823
Into Sport Project	7,127	(8,553)	(1,426)
Redundancy reserve	21,103	-	21,103
Depreciation reserve	705	-	705
	<u>29,517</u>	<u>(10,096)</u>	<u>19,421</u>
TOTAL FUNDS	<u>193,028</u>	<u>(37,215)</u>	<u>155,813</u>

Net movement in funds, Included in the above are as follows:

	Incoming resources £	Resources expended £	Movement In funds £
Unrestricted funds			
Development Projects	14,709	(10,435)	4,274
Disability Hate Crime Project	-	-	-
Direct payments support	150,000	(142,166)	7,834
Professional Advocacy	117,851	(119,883)	(2,032)
Specialist advice service	-	(33,686)	(33,686)
Into Sport Project	76	-	76
Community development - Disabled people	39,844	(43,429)	(3,585)
Carer's Hub Lambeth	-	-	-
	<u>322,480</u>	<u>(349,599)</u>	<u>(27,119)</u>
Restricted funds			
Development Projects	8,368	(8,368)	-
Disability Hate Crime Project	34,400	(32,630)	1,770
Stroke network	1,327	(4,640)	(3,313)
Direct payments support	-	-	-
Community development - Disabled people	-	-	-
Into Sport Project	34,307	(42,860)	(8,553)
	<u>78,402</u>	<u>(88,498)</u>	<u>(10,096)</u>
TOTAL FUNDS	<u>400,882</u>	<u>(438,097)</u>	<u>(37,215)</u>

DISABILITY ADVICE SERVICE LAMBETH

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2018

12. MOVEMENT IN FUNDS(cont)

Development Projects

Used for Individual employer training courses funded by Skills for Care, Income from room lettings and other miscellaneous income as well as "pump priming" expenditure on projects in development

Disability Hate Crime Project

Year 2 of the 2 year project funded by Trust for London. The grant funds the salary of an advocacy worker, activity costs and support for the Lambeth Disability Hate Crime Partnership.

Direct Payments Support

Information, advice and training for people who wish to use direct payments to manage their own care and support. From April 2015 this service became part of the Independent Living and Carers Partnership (ILCP) and is funded through a single contract with Lambeth Council which is held by Age UK Lambeth.

Professional Advocacy

Professional advocacy for disabled and older people and carers including statutory advocacy provided under the Care Act 2014 duties. From April 2015 this service forms part of the Independent Living and Carers' Partnership.

Into Sport Project

Support for disabled people to become more involved in sport and physical activity. The last year of a four year project, funded by Sport England, delivered by a consortium of London Deaf and Disabled People's Organisations led by Inclusion London. The first year of a three year project: Get Out, Get Active, funded by Spirit of 2012.

Stroke Network Project

Grants and donations which fund the costs of the London Stroke Choir.

Specialist Advice Service

Provision of a specialist advice service for disabled people with particular focus on mental health service users. Currently funded from the charity's reserves.

Community Development - Disabled People

Provided by the charity from April 2015 as part of the Independent Living and Carers Partnership. It works with individual disabled people, disability groups, other community organisations and Lambeth Council to address access barriers, make services more inclusive and support disabled people's voice on local and national issues of importance to them.

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

We report on the accounts of the company for the year ended 31 March 2018, which are set out on pages 2 to 16.

Respective responsibilities of trustees and examiner

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

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

Basis of Independent examiner's report

Our examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

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

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

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

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

Date: 08/10/18

DISABILITY ADVICE SERVICE LAMBETH

**DETAILED INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 31 March 2018**

	31.3.18		31.3.17	
	£	£	£	£
Turnover				
Lambeth funding contracts	307,695		311,695	
Other income	16,091		21,070	
Trust grants	59,407		56,946	
Sport England	<u>17,668</u>		<u>21,159</u>	
		400,861		410,870
Staff costs and expenses				
Wages	331,843		305,984	
Social security	27,493		23,796	
Pensions	3,255		1,241	
Training	184		2,718	
Staff travel	583		800	
Other staff costs	<u>169</u>		<u>293</u>	
		363,527		334,832
		37,334		76,038
Establishment costs				
Rent	37,385		36,122	
Insurance	1,160		1,155	
Repairs and renewals	<u>23</u>		<u>28</u>	
		38,568		37,305
		(1,234)		38,733
Administrative expenses				
Communications	2,147		2,864	
Post, stationery, photocopying & printing	6,629		5,561	
Recruitment	512		1,162	
Payroll costs	1,091		849	
Accountancy	1,320		1,320	
Consultancy	3,588		5,313	
Software & maintenance	<u>2,197</u>		<u>5,883</u>	
		17,484		22,952
		(18,718)		15,781
Fees and finance charges				
Bad debts	35		10,782	
Bank charges	349		423	
Just giving charges	<u>216</u>		<u>216</u>	
		600		11,421
		(19,318)		4,360
Committee costs				
Meeting costs	165		69	
Travelling & subsistence	10		111	
AGM costs	1,186		1,191	
Committee costs	<u>-</u>		<u>183</u>	
		1,361		1,554
Carried forward		(20,679)		2,806

This page does not form part of the statutory financial statements

DISABILITY ADVICE SERVICE LAMBETH**DETAILED INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 31 March 2018**

	31.3.18		31.3.17	
	£	£	£	£
Brought forward		(20,679)		2,806
Activity costs				
Advertising & publicity	569		605	
Other activity costs	8,093		8,426	
Publications	-		374	
Subscriptions	1,836		1,912	
Meeting costs	1,172		1,319	
Venue hire	1,589		817	
Volunteers	<u>1,838</u>		<u>1,439</u>	
		<u>15,097</u>		<u>14,892</u>
		(35,776)		(12,086)
Depreciation				
Plant and machinery	391		189	
Fixtures and fittings	230		302	
Computer equipment	<u>839</u>		<u>700</u>	
		<u>1,460</u>		<u>1,191</u>
		(37,236)		(13,277)
Finance income				
Deposit account interest		<u>21</u>		<u>44</u>
NET DEFICIT		<u>(37,215)</u>		<u>(13,233)</u>

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