

2017-18

Annual Report

Home
StART

Support and friendship
for families

Barnet & Harrow



Home
StART

Support and friendship
for families
Barnet

Celebrating 20 Years of Excellence



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



Welcome to Home-Start Barnet & Harrow's 2017-18 Annual Report

In our 20th year of working with families and children, we are proud to support families with a wide range of needs. Our ongoing work and excellent reputation are only made possible through the dedication of our volunteers, staff, trustees and funders.

This year:

212
Volunteers
supported
the Scheme

We
supported
523
Families

with
1,131
children.

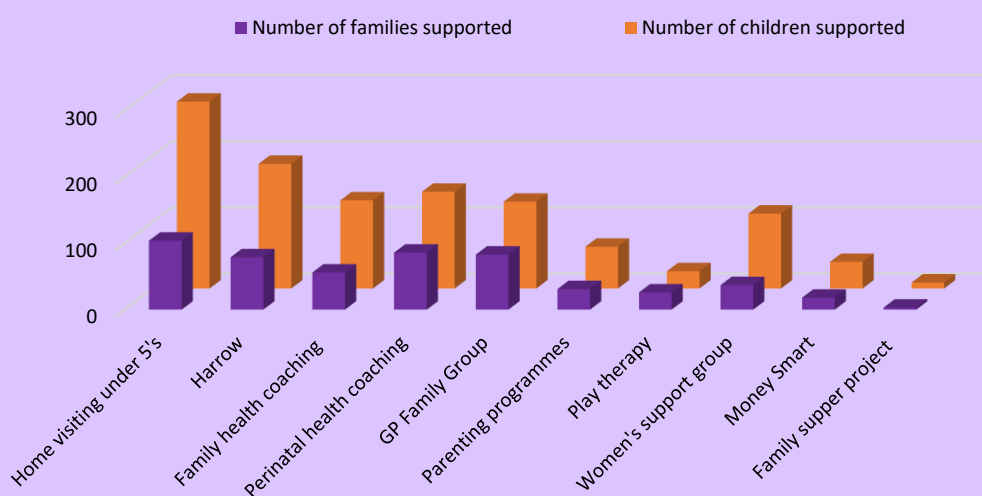
We
recruited
41 new
volunteers

and raised
£492,000

Our Work with Families & Children in Barnet & Harrow

We monitor our work with **families and children** in Barnet & Harrow using MESH to measure outcomes. The results for 2017/8 show that out of 523 families supported:

- 92% of families reported they are more involved in their children's development/learning.
- 84% reported reduced poverty and better ability to manage their budget
- 98% reported improved mental health
- 95% reported that they had better awareness of services
- 90% reported better ability to manage the home
- 85% reported reduced household conflict



What have we been up to in 2017-2018?

Provided **600**
trip & outing
spaces

Cooked **421**
healthy meals
for children &
families

Arranged
training &
development
places for
137
volunteers

Supported
699
children under
the age of 5



Our Volunteers

Our volunteers make Home-Start the success that it is and this year we are proud to have recruited a further 41, giving us a total of **212** in Barnet and Harrow. We have also achieved the **Investing in Volunteers** kitemark for a further three years in June 2017.

Not only do our volunteers support families through home visits and one to one support, they provide office support and have completed a number of training programmes giving them greater knowledge and depth of understanding when working with families.

*I'm so glad I'm
volunteering with Home-
Start. I feel blessed that
this is where I will begin
a career in supporting
others – B*

*I am a volunteer
because volunteers are priceless.
They bring incredible value, skills,
unconditional love &
dedication...our service of others
comes straight from
the heart – T*

How we help...

We aim to improve children's outcomes, create positive childhood memories and support vulnerable parents. We do this holistically, working with families in various ways. **M's case study** demonstrates the difference made by the support of a home-visiting volunteer.

'M' is a mother of two children: one of 3 years and one of 9 months. M's mother died unexpectedly 4 years ago and within 6 months she had married and was expecting her first child. She became ill and was unable to breastfeed, then struggled with guilt and low self-esteem.

M became sleep-deprived, and felt anxious, low and inadequate. She struggled to cope with the children and was often tearful, hiding this from her family. Panic attacks prevented her from going out with the children, as she felt others would judge her. M became isolated and depressed - just getting through the day was a major achievement.

Home-Start intervened and - supported by her volunteer 'B' - sleep routines were established. With B's support, M gained the

confidence to travel by bus with a double buggy and to attend her Children's Centre. B modelled playing with the children and reassured M that she was doing a great job.

M revealed her feelings of loss to B who encouraged her to speak to her GP. She subsequently attended therapy, whilst B stayed with the children in the waiting room.

M's confidence and self-esteem grew, her emotional and physical wellbeing improved. She began enjoying motherhood and built a better bond with her children.

"B helped hugely; she looked after one child while I gave special time to the other; she took my anxieties seriously and showed me that I can manage both on my own. It's a shame that I wasn't aware of your service earlier".

Family Supper Pilot

This year, we partnered with **Homeless Action in Barnet** to provide families with a weekly supper. This 6-month project was led by a qualified nutritional therapist and supported by staff and volunteers.

Parents and children enjoyed a healthy home cooked meal in a community setting. This helped isolated families come together and children were encouraged to try new foods. Every week families were given easy to follow recipes and parents learned the cost benefit of preparing meals from scratch.



Staff Health & Wellbeing

Funded by **Awards for All** we piloted a 6-month Staff Health and Wellbeing programme. Staff measured their blood pressure and weight and logged in to online tools to measure physical and emotional wellbeing. A water cooler was installed and fresh fruit and veg provided in lieu of the usual junk food and we offered counselling sessions, organised lunchtime meditation, laughing yoga, tai chi and walks.



A weekly 'Step Challenge' - with prizes - livened things up. A member of staff lost over a stone! Another purchased a treadmill and uses it daily. Two joined Slimming World another now has her blood pressure regularly monitored after seeing high readings. The project highlighted the importance of workplace health and wellbeing by leading healthier lifestyles. Staff morale improved, leading to a happier workplace.

Oral Health

We started with a one-hour workshop at our Grahame Park family group for 15 parents and 30 children mostly under 2. The **Angle House** presentation was supported by a large 'cavity model' plus several small models the group could practice on with tooth brushes. Goody bags for each family contained tooth brushes and paste, disclosing tablets, and more, and Angle House also offered one-to-one support in the family home. Each family had an initial visit assessment and were shown how to correctly brush their teeth and given dental health advice. Angle House carries out follow up assessments after 3 months to assess progress and help us link the family to an NHS dentist if they are not already registered.

Making a difference

"We are very happy to be associated with such a wonderful organisation. Here's to the next 20 years!"

The Hadley Trust



"We are so pleased to be continuing to support your project and all the great work you are doing in Barnet. The Committee held your application up as the gold standard of what Home-Starts should be."

Families we support...

"My daughter and I have never been to a farm before. There was so much to do and she enjoyed it even though she is only 17 months. This will definitely be one of our most cherished memories."

"My son has autism which means he needs extra support... Rhyme time and song time have really helped him to join words and sounds together and he is now able to form small conversations through this support."

"Home-Start provides an invaluable service to families in Barnet. In my experience they have helped isolated mothers' access local groups and forge new friendships thus reducing the risk of depression. They have provided a listening ear to those with low mood."

Health Visitor

Our Patron – Martin H.C Russell

Each year we look back to reflect on what has been achieved in the face of more and more challenges.

It is the determination and dedication of our volunteers, the focus of our staff and management, and the endeavours of our trustees that enable Home-Start to take on greater and wider responsibilities.

Those challenges will grow and it is our team spirit that will see us through to provide help to those in need in different ways and in new places.

My warm congratulations to all in Home-Start. Keep up your efforts.

Treasurer's Report: Raphael Harris

It's been a successful year for Home-Start Barnet, with income rising by £4,000 to £492,000 and costs falling by £36,000 to £477,000.

We have turned the 2017 deficit of nearly £25,000 into a surplus of almost £15,000. This turnaround has allowed us to increase our funds at the year end to almost £68,000, representing around eight weeks expenditure (just five weeks in 2017). While this is below our target of three months expenditure, it is still an important achievement in restoring financial stability in a difficult funding environment.

Despite such challenges, the extension of our activities – particularly in Brent – that has taken place in 2018 will allow us to undertake more work with the families we support, and I look forward to reporting on that at the same time next year.

Financial Summary	2018	2017	2016	2015
Revenue	£492,284	£488,723	£405,731	£445,534
Surplus/ (Deficit)	£14,749	(£24,830)	£20,190	(£13,718)
Net funds	£67,968	£53,219	£78,049	£57,859

Chair's Report – Julia Roberts

We are immensely proud that, 20 years on, we are working with even more parents and children to ensure that every child in Barnet and Harrow gets the start they deserve in life.

We threw a fabulous 20th anniversary party at Stephen's House to share and celebrate with all our friends. Fun, laughter and plenty of tea and cakes flowed throughout the afternoon.

Despite all our successes, it's still extremely tough out there for all charities. Continuing cuts in public services have had a significant impact on our services and we are supporting more complex families than ever before. We also know there are challenging times ahead with seven of our funding streams coming to an end next year.

As always, we face our challenges head on. We are also thrilled that we were able to start working with families in the London Borough of Brent in April, thanks to the support of John Lyon's charity.

None of our work would be possible without the amazing contributions from our extremely professional, hard-working and dedicated staff who never fail to rise to any challenge that is thrown at them.

A huge thank you to all our Funders and Donors!

London Borough of Barnet, The Big Lottery, BBC Children in Need, The Hadley Trust, Henry Smith Charity, John Lyon's Charity, City Bridge Trust, Mercers' Company, Four Acre Trust, Childhood Trust, Stephen Rubin Foundation, Angle House Foundation, New North London Synagogue, Jesus Hospital Charity, Awards for All, Al Mizan Charity, Greek Women's Philanthropic Organisation, The Lynwood Fellowship, Waitrose in Temple Fortune, Mill Hill and Finchley, Santander Foundation, Barnet & Southgate College, Kaz Donald, eOne, Hertfordshire University, East Finchley Community Group, Arkley Golf Club, Genesis Community Foundation, BT Openreach staff, The Kindness Offensive, and many more.

CEO's Report - Kirpal Dhadha

In our 20th year, we have supported 523 families with 1,654 children and have recruited 40 new volunteers. Our work is growing in complexity and staff are spending more time with individual families in addition to volunteer support, resulting in waiting lists for some of our services, and the need for more investment in training and development.

Going forward, we are facing a very challenging time with seven of our current funding streams coming to an end resulting in two thirds of our support at risk of closure. We are optimistic that we will secure replacement funding. On a more positive note, we have secured a commitment of three years funding by John Lyon's Charity to deliver support in Brent, a further three years of funding from BBC Children in Need to continue our Grahame Park Group and an additional three years of funding to start a similar group in Harrow.

None of the above would be possible without our supporters including; funders, donors, trustees, staff and volunteers. Thank you all for making Home-Start the success it is.



Support and friendship
for families

Home-Start Barnet

Directors' Report and Financial Statements for the year ended 31st March 2018

Home-Start Barnet

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Home-Start Barnet

Administrative Information

Principal and Registered Office

Stephens House
17 East End Road
London N3 3QE

Telephone: 020 8371 0674
Email: admin@homestartbarnet.org

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

Registered charity no 1109550

Patron

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

Trustees and Directors

Julia Roberts
Sue de Botton Cert Ed, LGSM
Raphael Harris FCA
Cllr John Marshall MA (Hons)
Kirit Amin MBA
Sara Gilbert MSc C Psychol AFBPsS

Other Trustees

Company Secretary

Raphael Harris FCA

Bankers

Santander Bank Plc
21 Prescott Street
London E1

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

Home-Start Barnet

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

I report on the accounts of the Trust for the year ended 31 March 2018, which are set out on pages 11 to 15.

Respective responsibilities of trustees and examiner

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

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

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

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

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

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

Fraudulent Activity

During the year there have been fraudulent activities which are referred to in the Directors' Report. Following meetings with the CEO, we have identified weaknesses in the system which have now been rectified and systems and procedures have now been put in place to prevent this in the future.



Name: Helen Nicolas
Qualification: Fellow Member of the Association of Accounting Technicians
Address: 1st Floor Deneway House, 88 – 94 Darkes Lane, Potters Bar, Herts EN6 1AQ
Date: 30 August 2018

Home-Start Barnet

Directors' Report for the year ended 31st March 2018

The Directors present their Report and Accounts of the company for the year ended 31st March 2018.

Structure and Governance

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

Trustees

The Directors of the Company are also charity Trustees for the purpose of charity law and, under the company's Articles, are known as members of the management committee. Under the Memorandum and Articles of Association, the Trustees are elected at the Annual General Meeting and the Officers of the charity (Chair, Vice Chair, Treasurer and Secretary), are appointed by the Trustees. The Trustees may co-opt any duly qualified person for appointment as a Trustee and that person will hold office until the next annual general meeting.

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

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

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

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

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

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

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

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

In addition to the Trustee meetings, there are regular bi-monthly meetings of the Operations Committee which is co-chaired by the Treasurer and the Vice Chair with trustees representing Safeguarding, Staffing/HR, Finance, Business Development, and Health & Safety. Once a year there is a long-term strategy meeting.

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

Related Parties

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

Risk Assessment

Home-Start Barnet operates a risk register which is regularly reviewed by the board at trustee's meetings. The Board of Trustees has reviewed the major risks to which Home-Start Barnet is exposed and is satisfied that systems have been and are being established to mitigate these risks.

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

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

Objectives and Activities

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

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

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

- Perinatal Health Coaching – up to 6 months of one to one support for pregnant women at risk of mental health issues
- Family Health Coaching – Up to 6 months of one to one support for families at risk of domestic violence, substance misuse and mental health which is impacting on their children's wellbeing.
- Money Smart - supporting low income families to be 'money smart' thereby avoiding debt and financial distress by using the award winning Made of Money programme
- Evidence-based parenting programmes.
- Family groups for hard to reach families.
- Trips and outings during school holidays.
- Women's support groups for victims of domestic abuse.
- Therapeutic play programme for children under 10 years old who have suffered from domestic abuse.
- Healthwatch Barnet partners in providing the local community, information, advice and signposting of health and social care services.
- Family Supper Programme – freshly prepared nutritional meals, provided once a week, for all the family to share in a warm and welcoming environment.
- Social work student experience over 70 days for 8 students

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

We achieve this with a core of 6 part-time and 9 full-time staff including the CEO and a network of approximately 212 volunteers who work in line with the quality assurance standards and methods of practice as governed by Home-Start UK.

Achievements and Performance

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

Family Support

- We supported 1,654 children, young people and families through a combination of volunteer home-visiting, minimal coordinator support and group work.
- Out of 1,131 children supported, 699 were under the age of 5.
- One-to-one home-visiting support to 325 families with 749 children in the London Boroughs of Barnet and Harrow which included:
 - Perinatal health coaching – supporting pregnant women at risk of mental health issues
 - Family health coaching – supporting families at risk of domestic violence, substance misuse and mental health which is impacting on their children's wellbeing.
- 22 families with 40 children and 25 volunteers accessed our Money Smart programme.

- Four evidence-based parenting programmes in partnership with local children's centres, primary schools and a faith-based retreat, to support 31 parents with 63 children.
- Three 8-week Women's Support Groups for 37 women experiencing domestic violence & abuse.
- Two 10-week therapeutic play programmes for 26 children aged 8 to 10 years who had experienced DV.
- 83 Grahame Park families with 131 children attended our bi-weekly family group sessions for under 5's
- 600 spaces accessed by children, young people and their parents for organised trips and outings to Southend beach, Willows Farm, Whipsnade Zoo, London Transport Museum, Chickenshed Theatre and a picnic in the park.
- 76 children and families accessed 421 cooked meals at the family supper project
- 5 supported families moved into volunteering and 4 into employment.

Volunteering

We are delighted to have successfully achieved Investing in Volunteers kitemark for another three years in July 2017. The foundation of this organisation is built on volunteering and we pride ourselves in offering continuous professional development for all our volunteers. Volunteering activity during the year included:

- 212 volunteers supporting the organisation in delivering our work with families.
- 8 volunteers carrying out; office admin, family group support, fundraising and other tasks
- Training 41 new volunteers over two 40-hour preparation courses for home-visiting volunteers
- 8 volunteers completed Perinatal Mental Health multi-agency training
- 15 volunteers completed the Lullaby Trust training on Sudden infant death syndrome (SIDS)
- 17 volunteers completed Suicidality training
- 2 volunteers completed the train the trainer Money-Smart programme
- 4 volunteers completed 4-day Counselling course with Relate
- 16 volunteers completed the one day First Aid training
- 9 volunteers completed the two-day Mental Health First Aid training
- 30 volunteers completed annual safeguarding workshop
- 10 volunteers completed Level 2 Award in Food Safety for Catering
- 20 volunteers completed their level 2 on-line NCFE qualifications in a variety of subjects including: Advice & Guidance, Business Admin, Caring for CYP, Equality and Diversity, Autism, Counselling Skills, Nutrition and Health. The course funded by the Skills Network.
- 10% of volunteers from across the organisation moved into employment, education, and training including: a counselling degree, receptionists, nursery assistants, teaching assistants, special needs assistants, retail, family support work and dinner lady,

Staff Development

We had two staff development days in the year to embed our new case management system CLOG and Cyber Security. During the year staff CPD included:

- Safeguarding level 2 and 3
- Fundraising strategy
- Child Sexual Exploitation (CSE)
- Domestic Violence – working with perpetrators
- Media Trust -communicating your message
- Perinatal Health
- 4 X Mellow Babies
- 10 X completed Level 2 Award in Food Safety for Catering
- Suicidality
- Emotional health check
- Signs of safety
- First Aid

- Cross-cultural working with Domestic Violence
- Post-Natal Depression - PND
- SUDI training with the Lullaby Trust
- On-site supervisor training for Social Workers
- Bipolar disorder
- Multi-agency risk assessment & decision making in Child Protection cases
- Maternal Emotional Health Check - MEHC

Financial Review

The Charity had £492,284 (2017 - £488,723) income from all sources this year, and with careful management of expenses we have a surplus of £14,749 (2017 a deficit of £24,830). This is explained further in our Financial Statements on pages 12-15. The Charity now has reserves of £67,968 (2017 reserve of £53,219).

During the year fraudulent transactions amounting to approximately £21,000 were discovered; the person involved has left our employment. The matter was reported to the Police, HSUK, and our Insurers. The loss arising from the misappropriation of funds is fully reflected in these accounts.

Principal Funding Sources

We continue to support our work using a mixture of funding sources including;

- Contract with London Borough of Barnet to commission support for vulnerable families with older children at risk of mental health issues. Contract to continue to March 2020
- Contract with London Borough of Barnet to commission delivery of three Women's Support Groups and three Play Therapy programmes (children under 10) for victims of domestic violence and abuse. This contract came to an end on 31st March 2018
- Contract with Public Health Barnet to commission support for women at risk of mental health issues during the perinatal period. Contract to continue to March 2020
- A 6-month Corporate grant from London Borough Barnet to pilot Family Supper project for low income families
- Completed second year of three-year grants from City Bridge Trust, Mercers' Company, Henry Smith Charity and John Lyon's Charity to fund our work with under 5's.
- Completed third year of a four-year grant from the Big Lottery Reaching Communities Fund for family support in LB Harrow.
- On-going support from Hadley Trust towards core cost
- An application was submitted for a further 3 years continuation funding for Grahame Park family group to BBC CIN. We are delighted to have secured three more years of funding to run the group.
- Barnet & Southgate College commissioning of parenting programmes
- Hertfordshire University to provide 70-day work placements for Social Work students

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

- The Childhood Trust, the Stephen Rubin Foundation, Jesus Hospital Charity and Angle House Foundation for pledging almost £20,000 of funds as part of the Big Give campaigns in the year. This enabled us to deliver more memorable trips and outings that are usually out of the reach of many of our children and families.
- We are delighted to have been chosen as one of three charities for the year by New North London Synagogue - NNLS for their High Holiday Appeal and raised over £16,000 for us.
- Kaz Donald for continued support
- Leonie Eisenberg for raising over £1,700 as part of her birthday celebrations

- Susie Davis for raising over almost £600
- Katie Moritz for donating over £400 for the Big Give
- Sanjay and Dora Gupta for donating £500 for the Big Give
- Fun Day fundraiser – families, volunteers and families raised over £400
- EOne - Peppa Pig and PJ Masks merchandise including clothes, toys, beddings, books, games etc. worth over £1,000, distributed to our families for birthday/Christmas presents.
- The Greek Women's Philanthropic Association: donated shopping vouchers worth £1,750 at Christmas for families in need.
- Openreach staff donated five large boxes of Christmas toys for families who couldn't afford to buy Christmas gifts for their children.

Reserves Policy

The Trustees regularly review the requirement to maintain reserves having regard to the main operational risks faced by Home-Start Barnet. As a result of this review, the Trustees concluded that a minimum reserve, equivalent to three months costs should be maintained. In addition, the Trustees asked the CEO to monitor this requirement, and agreed that, should circumstances change, a temporary reduction in the minimum reserve required can be put in place until the next Trustee Board meeting. Capital commitments agreed by Home Start Barnet at 31 March 2018 were nil (2017 – Nil).

Investment Policy

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

Future Plans

The charity plans to continue the activities outlined above in the forthcoming years, subject to satisfactory funding arrangements. The main targets for the year to end March 2019 and beyond are as follows: -

- Implement policies and practices to be GDPR ready by 25th May 2018
- Sustain funding to support vulnerable children and families in the London Boroughs of Barnet and Harrow.
- Continue providing our services to children and families and meet current priorities and targets in line with Barnet, and Harrow Children and Young People Plans 2016-2020.
- Develop volunteer home-visiting services in LB Brent with funding from John Lyon's Charity.
- Integrate our services in line with the national and local agenda on working with vulnerable families.
- Re-position our strategy on services for families where there are children over the age of five.
- Maintain the home visiting service and minimise waiting times for volunteer support
- Develop further work around perinatal maternal mental health
- Continue with our outings and events programme for the whole family during school holidays.
- Continued development of the delivery of evidence-based parenting programmes.
- Continued development of our work with families at risk or subject to domestic violence
- Develop further work around financial literacy - Money Smart
- Continue developing new and existing partnerships and collaborations including:
 - Young Harrow Foundation
 - Young Barnet Foundation
 - Young Brent Foundation
 - Colindale Consortium
 - Healthwatch Barnet
 - Home-Start London Consortium
 - St Peter's Bourne
 - Barnet & Southgate College

- Hertfordshire University
- Middlesex University
- Build on the resources and skills we have developed in our staff, volunteers and trustees.
- Implement full cost recovery and correctly identify costs of supporting the individual elements of the overall scheme.
- Work to the agreed Home-Start National Quality Assurance System.
- Strengthen financial controls
- Develop and implement new organisational structure that is fit for purpose.

This report was approved by the Management Committee on 22nd October 2018 and signed on its behalf by:


Raphael Harris
Company Secretary

Home-Start Barnet

Statement of Financial Activities for the year ended 31st March 2018

INCOME	Note	Year ended 31st March 2018			Year ended 31st March 2017		
		Restricted Funds	General Funds	Totals	Restricted Funds	General Funds	Totals
Grants	3	£291,960	£147,498	£439,458	£298,093	£149,466	£447,559
Gifts and donations	4		£52,660	£ 52,660		£ 21,706	£ 21,706
Shop Income			£0	£ 0		£ 19,076	£ 19,076
Bank Interest	5		£166	£ 166		£ 382	£ 382
		£291,960	£200,324	£492,284	£298,093	£190,630	£488,723
EXPENDITURE	6						
Salaries and staff costs	11	£228,653	£152,435	£381,088	£240,764	£160,511	£401,275
Staff Training		£3,811	£2,540	£ 6,351	£ 2,453	£ 1,636	£ 4,089
Administrative costs		£32,077	£21,385	£ 53,462	£ 29,906	£ 19,937	£ 49,843
Fundraising			£430	£ 430		£ 456	£ 456
Events and Outings		£11,548		£ 11,548	£ 7,440		£ 7,440
Family Support Projects		£5,566		£ 5,566	£ 10,304		£ 10,304
Training and volunteer costs		£3,528	£2,352	£ 5,880	£ 5,732	£ 3,822	£ 9,554
Shop running expenses			£515	£ 515		£ 13,690	£ 13,690
Governance Costs	8		£120	£ 120		£ 100	£ 100
Professional fees	12	£7,545	£5,030	£ 12,575	£ 10,081	£ 6,721	£ 16,802
		£292,728	£184,807	£477,535	£306,680	£206,873	£513,553
Net Surplus/Deficit		-£ 768	£ 15,517	£ 14,749	-£ 8,587	-£ 16,243	-£ 24,830
Contribution to Pension Fund deficit							
Funds at beginning of year		-£31,217	£ 84,436	£53,219	-£ 22,630	£100,679	£ 78,049
Funds at end of year		-£31,985	£ 99,953	£ 67,968	-£ 31,217	£ 84,436	£ 53,219

Home-Start Barnet

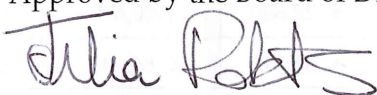
Statement of Financial Position at 31st March 2018

	Note	at 31st March 2018	at 31st March 2017
FIXED ASSETS			
Furniture and equipment	9	£ 6,425	£ 8,566
CURRENT ASSETS			
Debtors		£ 23,796	£ 6,875
Pre Payments		£ 1,717	£ 4,713
Cash in Bank and in hand		<u>£ 100,922</u>	<u>£ 149,312</u>
		£ 126,435	£ 160,900
CURRENT LIABILITIES			
Creditors due within 1 year		£ 16,773	£ 10,998
PAYE & Pension		£ 9,954	£ 10,473
Grants received in advance	3	<u>£ 38,166</u>	<u>£ 94,777</u>
		£ 64,893	£ 116,247
Net current assets		£ 67,968	£ 53,219
Net assets		<u>£ 67,968</u>	<u>£ 53,219</u>
Represented by:			
Unrestricted Reserves		£99,903	£ 84,436
Restricted Reserves		<u>-£31,935</u>	<u>-£ 31,217</u>
		£ 67,968	£ 53,219

In preparing these financial statements:

- For the year ending 31 March 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Directors on 22nd October 2018



Julia Roberts

Chair

Notes to the Accounts at 31 March 2018

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

Grants received during the year were as follows

	General	Restricted
London Borough of Barnet		£135,846
Henry Smith Charity	£ 32,333	
Hadley Trust	£ 30,000	
BBC Children in Need		£ 25,922
John Lyon's Charity		£ 40,000
Mercers Company	£ 15,000	
Big Lottery – Reaching Communities		£90,192
City Bridge Trust	£ 25,000	
Other	£ 45,165	£
Totals	<u>£147,498</u>	<u>£291,960</u>

4. **Gifts and Donations** comprise all income from various 'friends' and sundry donors and is accounted for as and when received.
5. **Bank Interest** comprises interest receivable on cash balances held in appropriate interest-bearing deposits. Whilst the SORP 2005 recommends that interest be allocated to specific funds, the Trustees believe that the potential interest earned by the individual funds would be immaterial given each individual fund's level of income and resultant cash flow. Accordingly, interest receivable is credited to the unrestricted fund to offset overall costs of the Charity.
6. **Expenditure** is allocated on the following basis:
 - a) Third party costs are allocated on a direct cost to the appropriate activity.
 - b) Salaries which are identifiable are allocated to the appropriate activity.
 - c) Support Salaries are allocated according to time spent.
 - d) Costs within each category of expense are allocated consistent with the terms and conditions under which the grant was given.
7. **Costs of Generating Funds.** The CEO, as part of her duties, spent a considerable amount of her time seeking donors. Further activities were undertaken by the Trustees, staff and volunteers at minimal cost.
8. **Governance Costs** include those costs associated with meeting the constitutional and statutory requirements of the Charity and include annual meeting expenses and costs linked to the strategic management of the Charity as opposed to the day to day running costs.
9. **Fixed Assets.** It has been the practice to write off any costs relating to the purchase of any fixed assets as an administrative cost. The only assets purchased during the year have been sundry furniture, computers and related equipment for £0 (2017 £0). In the opinion of the directors the value of all such assets at the date of the balance sheet are correctly valued in the accounts.
10. **Trustees Remuneration.** All work or services undertaken by the trustees and directors has been on a voluntary basis and only in some cases have reasonable expenses such as travel, and communication costs been claimed. The accounts were prepared by the Treasurer at no charge for the service. No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year.
11. **Staff costs** can be analysed as follows

	2018	2017
Gross wages	£330,068	£350,543
Employer's NI and pension costs	£ 41,043	£ 39,835
Total	<u>£371,111</u>	<u>£390,378</u>

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

- a) The average number of employees employed during the 2017 -18 years were 14.

Taxation. As a charity, Home-Start Barnet is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen for the Charity in 2017.

1. Debtors.

	2018	2017
Debtors	£ 2,067	£ 6,875
Other Debtors	£ 21,729	£ 0
Pre-payments	£ 1,717	£ 4,713
	<u>£ 25,513</u>	<u>£11,588</u>

2. Creditors.

Amounts falling due within one year

	2018	2017
Expense creditors	£16,773	£10,998
Inland Revenue	£ 7,993	£8,891
Certification fee	£ 720	£ 630
	<u>£25,486</u>	<u>£ 20,519</u>

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

Home-Start Barnet

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

I report on the accounts of the Trust for the year ended 31 March 2018, which are set out on pages 11 to 15.

Respective responsibilities of trustees and examiner

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

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

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

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

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

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

Fraudulent Activity

During the year there have been fraudulent activities which are referred to in the Directors' Report. Following meetings with the CEO, we have identified weaknesses in the system which have now been rectified and systems and procedures have now been put in place to prevent this in the future.



Name: Helen Nicolas
Qualification: Fellow Member of the Association of Accounting Technicians
Address: 1st Floor Deneway House, 88 – 94 Darkes Lane, Potters Bar, Herts EN6 1AQ
Date: 30 August 2018