

REGISTERED COMPANY NUMBER: 04214688
REGISTERED CHARITY NUMBER: 1087399

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019
FOR
DISABILITY ADVICE SERVICE LAMBETH**

DISABILITY ADVICE SERVICE LAMBETH

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2019**

	Page
Company Information	1
Report of the Management Committee	1
Statement of Financial Activities	10
Statement of Financial Position	11
Notes to the Financial Statements	12
Report of the Independent Accountants	18
Income and Expenditure Account	19

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

The Management Committee presents its report and the unaudited financial statements for the year ended 31 March 2019.

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
Ray Ludford	Vice-Chair
Trevor Critchley	Treasurer
Michelle Esezobor	Secretary
Isabelle Clement	
Marian Itzin-Borowy	
Judy Fink	
Steven Onasanya – appointed 7.12.18	
Charles Bosah – appointed 7.12.18	

Company Secretary

David Strong

Senior Management Team

David Strong	Director
Lauren Johnson-King	Direct Payments Team Leader / Assistant Director
Clare 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 2019

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 users 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 2018-2019 consisted of seven members (nine following the AGM in December 2018) who met on six 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 convened as required to address specific funding, financial management and personnel issues.

Day to day responsibility for the operation of the charity is delegated to the Director and, through them, 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 the Senior Advice Worker 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. The Direct Payments Team Leader has acted, additionally, as Assistant Director and led on a number of key areas of policy and business development. Following a restructure which took effect in April 2019 a new post of Community Development Team Leader was introduced to manage the Community Development, Intosport, Disability Hate Crime and London Stroke Choir projects.

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;

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

Objectives and Activities (continued)

- Strategic, partnership and social policy work on a range of initiatives and issues affecting disabled people.

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 2018/19.

Achievements and Performance

Independent Living and Carers' Partnership

This was the fourth year of this service for disabled and older people and carers, including young carers, commissioned by Lambeth Council and led by Age UK Lambeth with DASL as a major partner. During the year the partnership was reconfigured following the closure of Help for Carers in June 2018 (when it was succeeded by a new independent charity, Carers' Hub) and the withdrawal of Lambeth and Southwark Mencap from April 2018. The Royal Association for Deaf People continued as a partner. Collectively, the partners delivered a wide range of information, advice, advocacy, direct payments support, community development, activities, befriending and other support services.

Our 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. We support 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.

Our main focus 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 2018/19, we received 459 requests for support for 352 people. This resulted in 330 referrals (issues) taken on for advocacy (200 of them under the Care Act duty) with a further 129 issues with which people were supported to access other appropriate services instead. There was an overall 7% increase in requests for support accepted compared to 2017/18 but a 5% reduction in Care Act referrals.

In addition to providing advocacy support to individuals key achievements during the year were:

- The re-award of the Advocacy Quality Mark (AQPM) by the National Development Team for Inclusion for a further three years following a rigorous application and assessment process. The assessor's report concluded that "it is an excellent service that has advanced practitioners who independently challenge. They work supportively with professionals to ensure the rights of people are upheld";
- Supporting the understanding of social care practitioners about their advocacy duties through providing guides, information and training;

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

Professional Advocacy (continued)

- Producing a range of accessible information for service users and the public on topics such as the right to complain, safeguarding and advance care planning;
- Working with partner organisations on the Adult Safeguarding Board's Community Reference Group.

Direct Payments Support Service

DASL continued to deliver this service to a high standard, operating within the ILCP contract.

We provided casework support to 356 people with 553 issues. We responded to 735 one-off enquiries made by phone or email. Almost one-third of these enquiries were for general information on personal budgets and direct payments. We provided 174 people with information about Personal Assistant (PA) jobs.

We received 152 referrals from adult social care teams and 75 from the Children with Disabilities team. The latter was an increase of 56% from the previous year.

We received 136 referrals to support people to set up a direct payment. We worked with employers to support them with 138 PA recruitments, and we developed a recruitment guide to enable employers to develop their skills and independence in recruiting for their care and support staff. We gave advice and support on 53 staff management issues including on using disciplinary, redundancy and grievance procedures.

We were able to provide initial visits to 98% of clients within our target 10 working days, demonstrating our responsiveness and efficiency in dealing with all referrals.

We held 11 peer support group sessions with 100 people attending in total over the course of the year. Our peer support group had the opportunity to engage with senior managers from Lambeth adult social care teams to share their experiences of direct payments and respond to changes implemented in Lambeth's direct payments policy and processes. We hope to increase the opportunities for dialogue between direct payments users, the peer support group and the local authority by developing a direct payments steering group and getting input from direct payments users in social worker training being introduced by Lambeth.

We attended 7 jobs fairs in the borough to raise awareness of Personal Assistant jobs in the borough, introduced a new PA register to enable us to develop a pool of PAs who we could contact about PA roles and grew this to hold information on 64 people looking for PA work. This increased the number of people who were able to recruit PAs, reduced the amount of time employers were without staff and made the recruitment process less time consuming.

The charity was again successful in securing a grant from Skills for Care to deliver training to individual employers and a total of 27 people accessed a programme consisting of a 10 week 'Be a Good Employer' course and a number of separate modules on key topics. A series of three 'Be a Good PA' workshops were also delivered for personal assistants.

At a strategic level, the expertise of the service was recognised by an invitation to the Team Leader to deliver a presentation to NHS England's London Personal Health Budgets Network. She also continued to provide specialist advice to Council colleagues on key policy and operational matters.

Community Development with Disabled People

This service enables 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. Following the withdrawal of Lambeth and Southwark Mencap from the contract, additional community development work with learning disabled adults was added to our brief and undertaken, in particular, through joint activities with People First Lambeth's 'Breaking Out of the Bubble' project.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

Community Development with Disabled People (continued)

The London Stroke Choir continued successfully, 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. The one year Awards for All grant for 2018/2019 secured the Choir's future for another year and a successful application to the Co-op Local Community Fund is enabling Co-op members to donate to the Choir for a year from November 2018.

With People First Lambeth we supported the social drop-in for Disabled people to take place different locations around the borough including Stockwell Community Centre and Brixton Pound. Working alongside our IntoSport project we set up a monthly Let's Dance club at Pop Brixton on Mondays for people who had not been able to find anywhere to dance during the day. The dance club is open to all and has an average attendance of 40 people. The original concept proved so successful that we now run a Sensory Dance session for adults with multiple impairments, their carers and supporters at the same venue on the other Mondays in the month with an average of 15 participants.

During the year the service continued to work with the Council's Policy and Communications team to support engagement of Disabled people in the Council's plans to improve its involvement and consultation processes. This included the 'Disability 2018 - Time for Change' event and the setting up of a new Lambeth Council Pan-Disability Reference Group.

The service also acted as a gateway for individual Disabled people to the ILCP, dasl and community-based services, providing initial information, advice, basic casework and referral on as appropriate. In 2018/2019, DASL staff working on the service provided initial information and advice to 122 Disabled people and carers on a wide variety of issues before referring them on to the ILCP and other services and directly provided basic casework to 64 Disabled clients.

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

Specialist Advice Service

The service continued as a vital part of the charity's offer and was rewarded with a three year Trust for London grant towards the end of the year. In February 2019 the Advice Quality Standard was re-audited and the charity was re-awarded the standard in general help with casework in the welfare benefits and disability categories until 2021. The assessor commented favourably on the quality of the service and its resilience in maintaining its value to clients despite its very limited capacity. During the year, 166 clients received casework with 319 legal issues. 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.

'Into Sport' Project

2018/2019 was the second of three years of the 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. The Council designated dasl as the lead Lambeth partner for GOGA with additional responsibilities for holding the budget and coordinating the overall programme.

We delivered a wide programme of inclusive activities including the multi-sports outdoor sessions at Slade Gardens in Brixton during the summer, the Supported Swimming Group at Clapham Leisure Centre and the multi-sports club at Streatham Ice and Leisure Centre (SILC) which was particularly well attended by young Disabled people from local colleges. A new swimming group following the Clapham model was started at SILC in January 2019 and the charity also co-organised ice skating for Disabled people at the same venue. All of these projects were made possible by the close partnership work, coordinated by Intosport, which resulted in in-kind contributions from GLL Better, Surrey Cricket Foundation, SELVIS and Sense. Equally important was the further development of our peer mentoring scheme through which volunteers provided one to one support for participants to enable them to attend activities of their choice.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

'Into Sport' Project (continued)

An exciting new development was the creation of a weekly radio show, 'Breaking Records' on Resonance FM. This was set up and coordinated by the Intosport Worker and has given a showcase for a wide range of Disabled people not only to appear and talk about their experiences as guests but to become involved in planning and presenting programmes.

Strategically, the charity continued to take a leading role in the Lambeth Disability Sports Network which brings 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. The Network was officially launched at a well attended event at Clapham Leisure Centre in April 2019.

Disability Hate Crime

We 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. A key priority for the Partnership was to take forward the recommendations of the Policy Forum organised by the charity in June 2018 which was attended by representatives of over 20 national, London and Lambeth organisations.

A one year grant from the Mayor's Office for Policing and Crime was taken up in June 2018 and the charity's Hate Crime Advocacy and Outreach Worker (Disabled People) continued to take on complex casework with over 30 victims, in some cases supporting them through to prosecution in the courts. In July 2018 25 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 fifth successful annual event for Disabled people with a housing theme was organised during National Hate Crime Awareness Week in October 2018 and attended by a record number of 95 people. We were also involved in a number of meetings of Inclusion London's Disability Hate Crime Partnership and the HEAR Network to bring together information and issues across hate crime strands and plan responses to the increasing number of hate crime incidents and crimes. In January 2019 we were awarded a package of in-kind communications support from M&C Saatchi, funded through the Home Office's Building a Stronger Britain Together programme, and this will be delivered during 2019/2020.

Financial Review

The charity experienced another challenging financial year but was able to reduce costs significantly so that an original projected deficit of £40,000 was eventually significantly reduced. 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 financial pressures which also meant that the Committee could not make a cost of living award to staff. The trustees continued to support the Advice Service from reserves for the first nine months of the financial year but were very pleased to be awarded a 3 year grant from Trust for London, commencing in January 2019, which will now fund the full costs of the current service and allow for some further development.

Overall income for the year was £450,166 (2017/18 £400,882) with expenditure of £438,245 (2017/18 £438,097). As a result, a surplus on the year of £11,921 resulted (2017/18 deficit £37,215). However, some £17,775 of income received during the year was carried forward for use in 2019/20 so the 'real' outcome was a deficit on funding relating strictly to the year of £5,854.

The total funds carried forward were £167,734 (2018 £155,813) of which £145,106 (2018 £136,392) was unrestricted.

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 Council also provided a small grant towards the delivery of the Intosport activities programme.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

Principal Funding Sources (continued)

The other significant funders in 2018/19 were the Mayor's Office for Policing and Crime for the Disability Hate Crime project, Spirit of 2012 (via Lambeth Council) for the Intosport project's Get Out Get Active programme and an Awards for All grant for the London Stroke Choir. A first instalment of our new 3 year grant from Trust for London for the Advice Service was drawn down in January 2019. In addition, individual employers using Direct Payments and Personal Assistants were able to access training funded through a Skills for Care grant to the charity.

The charity also 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 addition to cash income we benefit from invaluable In-kind support from GLL Better and Surrey Cricket Foundation for our Intosport project and from Morley College for the London Stroke Choir.

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.

The business continuity plan was maintained and updated and the charity ensured that it was fully compliant with the General Data Protection Regulations introduced in May 2018 by reviewing all aspects of its data protection and confidentiality policies, procedures and systems and adopting a new Information Governance Policy to cover all the required areas.

Towards the end of the year the charity began planning for the retirement of its long-serving Director in summer 2019 and took the opportunity to carry out a limited staffing restructure designed to support delivery of key areas of the new Strategic Plan as effectively as possible.

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 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. With the need to draw on these in order to sustain key but underfunded services for a number of years the level of reserves has fallen significantly below the target. Unrestricted reserves (£145,106) fell below this level by 33.5% at the end of financial year 2018/19 and the charity enters 2019/20 with an initial deficit budget in the order of £20,000.

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.

DISABILITY ADVICE SERVICE LAMBETH

REPORT OF THE MANAGEMENT COMMITTEE for the Year Ended 31 March 2019

Plans for Future Periods

Following a year-long development process involving trustees, staff, volunteers and members, a new three year Strategic Plan was adopted at the 2018 AGM. This sets the direction and priorities for the charity through to 2021. It identifies four key priorities: to maintain and expand the unique and essential services already provided; to widen the range of services to address unmet needs; to enhance the collective voice and influence of local Disabled people and to strengthen the charity's operations to make it more efficient and sustainable. Within this, new projects are being developed to improve the charity's offer for Disabled young people including in access to training and employment, to increase peer support and volunteering opportunities and to make more effective use of social media and introduce a new website.

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. Dialogue with the Council's commissioners will take place during summer 2019. The commissioning environment is now set at a strategic level by 'Lambeth Together', the multi-agency vehicle which is redesigning and more closely integrating services and developing 'delivery alliances' to provide these. This is expected to have an impact on the ILCP and dasl, as will the Council's decision to bring together the commissioning of all the advocacy services it funds in a new more integrated model with effect from April 2020.

The funding environment continues to be extremely challenging with the local authority having to make further reductions over the next three year cycle in its own services and in its funding for those it commissions from the voluntary sector. Fundraising to reflect and deliver the objectives of the Strategic Plan will be the major priority of the new Director, Lauren Johnson-King, and her strengthened management team. The new three year Trust for London grant for the Advice Service has ensured the future of this important area of the charity's work and there will be opportunities to work together with the Trust, Inclusion London and the six other London Deaf and Disabled People's Organisations (DDPOs) funded by this project to contribute to advice policy work and share training and other resources. However, the service will need additional capacity to meet the level of demand. Funding for the Disability Hate Crime service ended in June 2019 and, while policy and prevention work will continue through the Lambeth Disability Hate Crime Partnership, funding for the advocacy work with individual clients is being actively sought and the charity is working with Inclusion London's Disability Hate Crime Partnership to develop a sub-regional model which will enable front-line DDPOs to respond to future commissioning plans of the Mayor's Office for Policing and Crime. New grant funding has been raised to make the IntoSport project sustainable until at least September 2020 but this and other areas of the Community Development portfolio will continue to be fundraising priorities.

DISABILITY ADVICE SERVICE LAMBETH

**REPORT OF THE MANAGEMENT COMMITTEE
for the Year Ended 31 March 2019**

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 24/7/19 and signed on its behalf by:

Trevor Critchley
Treasurer

Date: 21/08/19.

DISABILITY ADVICE SERVICE LAMBETH

STATEMENT OF FINANCIAL ACTIVITIES
(Including Income and Expenditure Account)
for the Year Ended 31 March 2019

	Notes	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
Incoming resources:					
Voluntary income:	4				
Donations & grants			120,096	120,096	77,075
Lambeth funding contracts		317,310	-	317,310	307,695
Activities for generating funds:					
Investment income	3	101	-	101	21
Incoming resources from charitable activities:					
Other income		10,338	2,321	12,659	16,091
Total incoming resources		327,749	122,417	450,166	400,882
Resources expended					
Costs of generating funds:					
Costs of generating voluntary income		-	-	-	-
Charitable activities		328,924	109,321	438,245	438,097
Total resources expended	2	328,924	109,321	438,245	438,097
STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES					
Net incoming resources before other recognised gains					
(net income for the year)		(1,175)	13,096	11,921	(37,215)
Transfer depreciation reserve		-	-	-	-
Transfer reserves		9,889	(9,889)	-	-
Other recognised gains					
Gain on revaluation of investments		-	-	-	-
Net movement in funds		8,714	3,207	11,921	(37,215)
Total funds brought forward		136,392	19,421	155,813	193,028
Total funds carried forward	12	145,106	22,628	167,734	155,813

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

The notes form part of these financial statements

DISABILITY ADVICE SERVICE LAMBETH (REGISTERED NUMBER: 4214688)

**STATEMENT OF FINANCIAL POSITION
31 March 2019**

	Notes	Unrestricted funds £	Restricted funds £	31.3.19 Total funds £	31.3.18 Total funds £
FIXED ASSETS					
Tangible assets	9	345	1,034	1,379	2,772
CURRENT ASSETS					
Debtors	10	13,033	-	13,033	36,241
Cash at bank and in hand		<u>133,114</u>	<u>21,594</u>	<u>154,708</u>	<u>118,120</u>
		146,147	21,594	167,741	154,361
CREDITORS					
Amounts falling due within one year	11	<u>(1,386)</u>	-	<u>(1,386)</u>	<u>(1,320)</u>
NET CURRENT ASSETS		<u>144,761</u>	<u>21,594</u>	<u>166,355</u>	<u>153,041</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>145,106</u>	<u>22,628</u>	<u>167,734</u>	<u>155,813</u>
NET ASSETS		<u>145,106</u>	<u>22,628</u>	<u>167,734</u>	<u>155,813</u>
FUNDS	12				
Unrestricted funds				145,106	136,392
Restricted funds				<u>22,628</u>	<u>19,421</u>
TOTAL FUNDS				<u>167,734</u>	<u>155,813</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 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 102 "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 24/7/19 and were signed on its behalf by

.....
Trevor Critchley
Director

The notes form part of these financial statements

DISABILITY ADVICE SERVICE LAMBETH

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2019

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.

The notes form part of these financial statements

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2019**

2. Total Resources Expended

	Basis of allocation	Development Projects		Disability Hate Crime Project		Direct Payments Support		Stroke network Project		Specialist Advice Service		Into Sport Project		Professional Advocacy		Community Development - Disabled People		2019 Total		2018 Total	
		£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Costs directly allocated to activities																					
Staff costs	Direct	5,238	28,142	125,050	5,360	30,057	29,405	103,758	26,226	353,236	363,525										
Committee costs	Direct	-	117	530	-	116	117	360	118	1,358	1,359										
Activity costs	Direct	5,299	2,669	2,228	905	1,187	6,362	650	497	19,797	15,098										
Support costs allocated to activities																					
Establishment costs	Floor area	12,629	2,905	10,460	461	2,554	1,590	7,673	1,688	39,960	38,567										
General office expenses	Usage	423	1,565	5,868	210	3,609	1,710	6,501	1,398	21,284	17,487										
Fees & finance charges	Usage	724	37	190	-	50	41	128	47	1,217	602										
Depreciation	Usage	187	870	25	2	67	221	16	5	1,393	1,459										
Total resources expended		24,500	36,305	144,351	6,938	37,640	39,446	119,086	29,979	438,245	438,097										

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS – continued
for the Year Ended 31 March 2019**

3. INVESTMENT INCOME

	31.3.19	31.3.18
	£	£
Deposit account interest	<u>101</u>	<u>21</u>

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

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
London Borough of Lambeth	317,310	-	317,310	307,695
Sport England	-	-	-	17,668
Trust for London	-	35,000	35,000	34,400
Other	<u>10,439</u>	<u>87,417</u>	<u>97,856</u>	<u>41,119</u>
	<u>327,749</u>	<u>122,417</u>	<u>450,166</u>	<u>400,882</u>

5. STAFF COSTS

	31.3.19	31.3.18
	£	£
Wages and salaries	317,298	331,843
Social security costs	25,440	27,493
Pensions	7,895	3,255
Other staff costs	<u>2,603</u>	<u>936</u>
	<u>353,236</u>	<u>363,527</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:

	31.3.19	31.3.18
Manager	1	1
Direct	<u>10</u>	<u>10</u>
	<u>11</u>	<u>11</u>

6. NET INCOMING (OUTGOING) RESOURCES

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

	31.3.19	31.3.18
	£	£
Depreciation - owned assets	1,393	1,460
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 2019**

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

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 2018 and 31 March 2019	<u>39,839</u>
DEPRECIATION	
At 1 April 2018	<u>37,067</u>
Charge for year	<u>1,393</u>
At 31 March 2019	<u>38,460</u>
NET BOOK VALUE	
At 31 March 2019	<u>1,379</u>
At 31 March 2018	<u>2,772</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Trade debtors	574	24,537
Other debtors	<u>12,459</u>	<u>11,704</u>
	<u>13,033</u>	<u>36,241</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19	31.3.18
	£	£
Other creditors	<u>1,386</u>	<u>1,320</u>

DISABILITY ADVICE SERVICE LAMBETH

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2019**

12. Movement in Funds

Unrestricted	At 1.4.18 £	Net movement In funds £	At 31.3.19 £
General Fund	136,392	8,714	145,106
Restricted			
Development Projects	2,019	(2,019)	-
Disability Hate Crime Project	10,253	(1,305)	8,948
Stroke Network	(25,056)	29,699	4,643
Direct Payments Support	11,823	(11,823)	-
Into Sport Project	(1,426)	1,660	234
Specialist Advice Service	-	8,098	8,098
Redundancy Reserve	21,103	(21,103)	-
Depreciation Reserve	705	-	705
	<u>19,421</u>	<u>3,207</u>	<u>22,628</u>
Total Funds	<u>155,813</u>	<u>11,921</u>	<u>167,734</u>

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

	Incoming resources £	Resources expended £	Reserve transfers £	Movement in funds £
Unrestricted				
General Fund	327,749	(328,924)	9,889	8,714
Restricted				
Development Projects	16,330	(16,330)	(2,019)	(2,019)
Disability Hate Crime Project	35,000	(36,305)	-	(1,305)
Stroke Network	11,581	(6,938)	25,056	29,699
Direct Payments Support	-	-	(11,823)	(11,823)
Into Sport Project	41,106	(39,446)	-	1,660
Specialist Advice Service	18,400	(10,302)	-	8,098
Redundancy Reserve	-	-	(21,103)	(21,103)
	<u>122,417</u>	<u>(109,321)</u>	<u>(9,889)</u>	<u>3,207</u>
Total Funds	<u>450,166</u>	<u>(438,245)</u>	-	<u>11,921</u>

DISABILITY ADVICE SERVICE LAMBETH

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 March 2019

12. MOVEMENT IN FUNDS(cont)

Development Projects

Used for individual employer training courses funded by Skills for Care and income from room lettings.

Disability Hate Crime Project

Completion of the two year grant from Trust for London ending June 2018 and a new one year grant from the Mayor's Office for Policing and Crime taken up from July 2018. The grants fund the salary of an advocacy worker, activity costs and support for the Lambeth Disability Hate Crime Partnership.

Direct Payments Support

Information, advice, training and peer support opportunities for people who wish to use direct payments to manage their own care and support. This service is 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. This service forms part of the Independent Living and Carers' Partnership contract.

Into Sport Project

Support for Disabled people to become more involved in sport and physical activity. The second year grant of a three year project: Get Out, Get Active, funded by Spirit of 2012, together with a supplementary grant from Lambeth Council.

Stroke Network Project

An Awards for All grant and other 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. Funded from the charity's reserves until December 2018 but from January 2019 drawing down the first instalment of a new three year grant from Trust for London.

Community Development – Disabled People

Part of the Independent Living and Carers Partnership contract. The service works with individual Disabled people, disability groups, other community organisations and Lambeth Council to address access barriers, make services more inclusive, create new social opportunities 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 2019, which are set out on pages 10 to 17.

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
Heme Bay
Kent
CT6 5NP

Date: *16/10/19*

DISABILITY ADVICE SERVICE LAMBETH

**DETAILED INCOME AND EXPENDITURE ACCOUNT
for the Year Ended 31 March 2019**

	31.3.19		31.3.18	
	£	£	£	£
Turnover				
Lambeth funding contracts	317,310		307,695	
Other income	12,659		16,091	
Trust grants	120,096		59,407	
Sport England	-		17,668	
	<u> </u>	450,065	<u> </u>	400,861
 Staff costs and expenses				
Wages	317,298		331,843	
Social security	25,440		27,493	
Pensions	7,895		3,255	
Training	1,285		184	
Staff travel	724		583	
Other staff costs	594		169	
	<u> </u>	353,236	<u> </u>	363,527
		96,829		37,334
 Establishment costs				
Rent	38,706		37,385	
Insurance	1,188		1,160	
Repairs and renewals	66		23	
	<u> </u>	39,960	<u> </u>	38,568
		56,869		(1,234)
 Administrative expenses				
Communications	2,177		2,147	
Post and stationery	5,261		6,629	
Recruitment	2,483		512	
Sundry expenses	266		-	
Payroll costs	1,056		1,091	
Accountancy	1,386		1,320	
Consultancy	6,854		3,588	
Software & maintenance	1,801		2,197	
	<u> </u>	21,284	<u> </u>	17,484
		35,585		(18,718)
 Fees and finance charges				
Bad debts	720		35	
Bank charges	281		349	
Just giving charges	216		216	
	<u> </u>	1,217	<u> </u>	600
		34,368		(19,318)
 Committee costs				
Meeting costs	125		165	
Travelling & subsistence	170		10	
AGM costs	1,063		1,186	
	<u> </u>	1,358	<u> </u>	1,361
Carried forward		33,010		(20,679)

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 2019**

	31.3.19		31.3.18	
	£	£	£	£
Brought forward		33,010		(20,679)
Activity costs				
Advertising & publicity	682		569	
Other activity costs	12,741		8,093	
Subscriptions	2,127		1,836	
Meeting costs	1,400		1,172	
Venue hire	852		1,589	
Volunteers	1,995		1,838	
		<u>19,797</u>		<u>15,097</u>
		13,213		(35,776)
Depreciation				
Plant and machinery	329		391	
Fixtures and fittings	225		230	
Computer equipment	839		839	
		<u>1,393</u>		<u>1,460</u>
		11,820		(37,236)
Finance income				
Deposit account interest		<u>101</u>		<u>21</u>
NET SURPLUS/(DEFICIT)		<u>11,921</u>		<u>(37,215)</u>

This page does not form part of the statutory financial statements