

REGISTERED COMPANY NUMBER: 02796791
REGISTERED CHARITY NUMBER: 1031066

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR
ACCESS FOR LIVING**

ACCESS FOR LIVING
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FOR THE YEAR ENDED 31 MARCH 2021

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ACCESS FOR LIVING
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

The charitable company was formed to maintain and manage residential care homes and other forms of accommodation, to provide care, support and advice to enable people with learning difficulties or disabilities to live in their own homes.

In addition, the company is active in all areas surrounding the care and well-being of people with learning difficulties or disabilities, including whenever possible the continued improvement in available services.

The Company's Articles of Association were updated in February 2017.

Main objectives for the year

These were to:-

- ensure that all service users are supported to live in their own homes, participate in their local communities and develop as individuals in the context of the 6 accomplishments.
- ensure that service users have the opportunity to influence the services they receive directly or through independent advocacy.

Strategies for achieving those objectives

Main strategies for achieving these objectives are:-

- individual Person Centred Plans, which are based on the individual's needs and future plans. These are reviewed regularly, and monitored at staff meetings and supervisions.
- access to independent advocacy,
- service user's questionnaires,
- ensure that all members of staff have received comprehensive training, including Induction for new staff,
- service users and families are contacted for their views on services as part of the internal audit.

All of the above are monitored as part of our Internal Audit Procedure.

Details of significant activities that contributed to achieving those objectives

- work with individual service users to identify and plan for them to move on to more independent accommodation;
- support to individual service users in relation to parenting.

ACHIEVEMENT AND PERFORMANCE

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

During the year Access for Living continued to provide support to individuals with learning disabilities living in their own homes. This includes support to 5 people in a Registered Care Home, 35 people in Supported Housing and 35 people on an Outreach basis.

Examples of the day to day activities would include:-

- enabling service users to develop new skills,
- assisting with personal care (if necessary),
- helping service users to maintain their home - cleaning, shopping, cooking,
- helping service users find employment,
- supporting service users to participate in activities - going out to cinema, concerts etc,
- supporting service users to go on holiday,
- supporting people with medication,
- supporting people with their finances - completing benefit forms etc.

Access for Living has contracts with the London Borough of Lewisham to provide support to individuals with learning disabilities. Access for Living did not receive any grants or social investment during the year apart for a grant from London Borough of Lewisham related to COVID costs. Nor did Access for Living undertake any fundraising activities.

The only volunteers during the year were the Trustees.

ACCESS FOR LIVING
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

The company made a surplus on Income and Expenditure Account of £133,618 in the year ended 31 March 2021 (2020: deficit £66,543). The Management Committee considers the performance of the company during the year to be satisfactory.

At the balance sheet date, the company has a cumulative surplus of £995,457 (2020: £861,839) of which £250,000 has been designated by the Management Committee to be held as reserves to provide for potential costs arising on any future termination of the company's contract.

Reserves Policy

The company maintains a policy on reserves such that sufficient reserves are retained to cover potential redundancy and other costs should the company's contracts not be renewed.

At 31 March 2021 the directors consider that £250,000 contingency reserves is sufficient for this purpose, however this amount and the reserves policy will be reviewed in March 2022.

Financial Dependency and Going Concern

All services are funded through the London Borough of Lewisham.

There are separate contracts for the Registered Care Home and each Supported House (10 contracts in all). The individual contracts last for 4 years and the end dates of these contract varies. The London Borough of Lewisham has started a re-tendering exercise, which will take place over the next 2-3 years. 5 of our services were included in the first round of tenders and the outcome of these tenders have not yet been ratified.

Over the next 2 years we will explore opportunities with neighbouring boroughs for new/additional contracts.

The Outreach services are contracted on an individual basis, and the duration of the contracts varies.

Investment Policy

There are no restrictions on the charity's power to invest. The investments held by the company, which are all in interest bearing bank accounts, have been acquired in accordance with the powers available to the Management Committee.

FUTURE PLANS

Aims for 2022

These are to:-

- ensure that all service users are supported to live in their own homes, participate in their local communities and develop as individuals in the context of the 6 accomplishments;
- ensure that service users have the opportunity to influence the services they receive directly or through advocacy; and
- ensure finance stability of the company.

Key Objectives and how they will work

We will endeavour to work with the local authority to reduce out-of-borough placements. This will be led by the local authority, but we will help to identify ways, which we could provide a service to individuals' currently living out-of-borough.

To control costs to ensure that monies are utilised effectively, including use of agency staff. This will include improved monitoring systems, and review of suppliers (e.g. utilities).

To consolidate Outreach and its income, through expansion. This will be done by continuing to provide flexible high quality service, maintaining good relationships with the social work team, ensuring that the cost of outreach support remains support remains competitive and by regularly reviewing the optimal level of staffing required.

ACCESS FOR LIVING
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

Access for Living is a private charitable company, limited by guarantee and registered in England, number 02796791. Members' liability is limited to £1 each. The company is also a Registered Charity, number 1031066. The company is governed by its Memorandum and Articles of Association.

Trustees

The Management Committee during the year comprised the following trustees, who were also the members of the company and directors of the charitable company during the year:

R Dixon (Treasurer)
C Hayashi
M Moorey (Chair to Sep21) – resigned 26/09/21
J Morrison
J Bowden – appointed 10/02/2020
B Burke (Chair from Sep21) – appointed 02/03/2020

The Management Committee determine the general policy of the company in accordance with the company's Memorandum and Articles. The day to day management of the company is delegated to the Chief Executive and his staff.

Trustees are appointed to the Management Committee at the invitation of the existing Management Committee, subsequent to a review by the Management Committee of their suitability

No trustee had an interest in any contract or arrangement of a material nature with the company during the year under review.

Methods for recruiting and appointing trustees

If an individual wishing to join the Board approaches AFL then we would initially provide information about the organisation and the role of the Trustee, and ask them to supply a CV. The next step would be to arrange a meeting between them, the Chief Executive and a Board Member, following which they would be invited to sit in on a Committee Meeting. The final step would be for them to confirm they wished to join the Board, and for a vote to be taken.

Policies & procedures for inducting and training trustees

All new Trustees are given a Trustee Induction Pack. Once they have joined the Board, arrangements are made for them to meet with the Chief Executive, and to visit a service. They would also meet with other Committee Members, and if they had not served as a trustee previously training on the role and responsibilities would be organised via an external agency.

Risk Management

The company's major risks as identified by the trustees have been reviewed regularly via a Risk Log and systems set up to manage them.

The company's operations are regularly subject to external audit by London Borough of Lewisham Joint Commissioning and Care Quality Commission, and are also reviewed continually by the trustees as part of their management of the company.

ACCESS FOR LIVING
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02796791

Registered Charity number

1031066

Registered office

Unit 9
Southbrook Mews
Southbrook Road
Lee
London
SE18 8LG

Trustees

R Dixon
C Hayashi
J Morrison
J Bowden
B Burke

Company Secretary

M Tatum

Auditors

Azets Audit Services
Statutory Auditor
2nd Floor, Regis House
45 King William Street
London
EC4R 9AN

Bankers

Handlesbanken
Corinthian House
Galleon Boulevard
Dartford
DA2 6QE

Key management personnel:

Chief Executive

M Harris

Service & Development Managers

J Allen – left April 2021
B Kelly
T Glyn
C Major
K Powley

Admin & Finance Manager

M Tatum

ACCESS FOR LIVING
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Access For Living for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping 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. They are 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors will be proposed for re-appointment at the forthcoming Annual General Meeting.

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

Approved by order of the board of trustees on 1st November 2021 and signed on its behalf by:



Ms Tatum - Secretary

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ACCESS FOR LIVING

Opinion

We have audited the financial statements of Access for Living (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ACCESS FOR LIVING

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Reviewing the reports of any regulatory inspections carried out in the year;
- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the company through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>.

This description forms part of our auditor's report.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
ACCESS FOR LIVING**

Use of our report

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

Azets Audit Services

John Howard (Senior Statutory Auditor)
For and on behalf of Azets Audit Services
Statutory Auditor, Chartered Accountants
2nd Floor, Regis House
45 King William Street
London
EC4R 9AN

Date: *29 November 2021*

ACCESS FOR LIVING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

		2021 Unrestricted funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	19,103	19,103
Other grants	3	48,227	-
Charitable activities	5		
Residential care homes and accomodation		2,669,977	2,580,726
Investment income	4	224	1,340
Total		2,737,531	2,601,169
EXPENDITURE ON			
Charitable activities	6		
Residential care homes and accomodation		2,601,666	2,665,465
Other		2,247	2,247
Total		2,603,913	2,667,712
NET INCOME/(EXPENDITURE)		133,618	(66,543)
RECONCILIATION OF FUNDS			
Total funds brought forward		861,839	928,382
TOTAL FUNDS CARRIED FORWARD		995,457	861,839

The notes form part of these financial statements

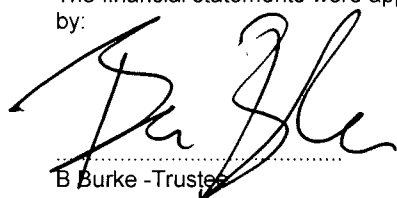
ACCESS FOR LIVING

BALANCE SHEET
AT 31 MARCH 2021

		2021 Unrestricted funds £	2020 Total funds £
FIXED ASSETS	Notes		
Tangible assets	12	253,196	257,026
CURRENT ASSETS			
Debtors	13	108,208	86,322
Cash at bank		<u>712,363</u>	<u>581,976</u>
		820,571	668,298
CREDITORS			
Amounts falling due within one year	14	(78,310)	(63,485)
NET CURRENT ASSETS		<u>742,261</u>	<u>604,813</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>995,457</u>	<u>861,839</u>
NET ASSETS		<u>995,457</u>	<u>861,839</u>
FUNDS	16		
Unrestricted funds			
- Designated funds		250,000	200,000
- General funds		<u>745,457</u>	<u>661,839</u>
TOTAL FUNDS		<u>995,457</u>	<u>861,839</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 1st November 2021 and were signed on its behalf by:



B. Burke - Trustee

The notes form part of these financial statements

ACCESS FOR LIVING
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>130,387</u>	<u>(91,257)</u>
Net cash provided by (used in) operating activities		<u>130,387</u>	<u>(91,257)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		<u>-</u>	<u>(810)</u>
Net cash provided by (used in) investing activities		<u>-</u>	<u>(810)</u>
		<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period		130,387	(92,067)
Cash and cash equivalents at the beginning of the reporting period		<u>581,976</u>	<u>674,043</u>
Cash and cash equivalents at the end of the reporting period		<u><u>712,363</u></u>	<u><u>581,976</u></u>

The notes form part of these financial statements

ACCESS FOR LIVING

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	133,618	(66,543)
Adjustments for:		
Depreciation charges	3,830	7,611
Decrease in debtors	(21,886)	(26,520)
Increase/(decrease) in creditors	<u>14,825</u>	<u>(5,805)</u>
Net cash provided by (used in) operating activities	<u>130,387</u>	<u>(91,257)</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparation

These financial statements have been prepared in accordance with the Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; the Companies Act 2006; and the requirements of the Statement of Recognised Practice, Accounting and Reporting by Charities (effective 1 January 2015). The financial statements have been prepared under the historical cost convention.

The financial statements are presented in sterling (£) which is also the functional currency for the charity.

Going concern

After reviewing the charity's forecasts and projections and taking into account the economic conditions and possible changes in trading performance, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

The trustees have also considered the impact of the COVID-19 pandemic lockdown on the future viability of the charity. At the date of approval of these financial statements, the full impact on the charity remains uncertain. Remodelled budgets for the coming year have been prepared which predict a larger deficit than the 2021 year, which the charity has unrestricted funds to cover. This supports the view that the financial statements should be prepared on a going concern basis.

Consequently, the trustees have a reasonable expectation that the charity will have sufficient funds to continue to meet its liabilities as they fall due for the foreseeable future and therefore have prepared the financial statements on a going concern basis.

Judgements and key sources of estimation uncertainty

The preparation of financial statements requires management to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on a continuing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Legal status

The charity is a company limited by guarantee and has no share capital.

Public Benefit

The charitable company meets the definition of a public benefit entity under FRS 102.

Income

Income is recognised when the charity has entitlement to the funds; any performance conditions attached to the income have been met; it is probable that the income will be received; and that the amount can be measured reliably.

Donation income including core grants, sponsorship, donations and gifts is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Incoming resources from charitable activities includes income from care homes and other accommodation.

Investment income which includes interest on funds held on deposit, is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

ACCESS FOR LIVING

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES - continued

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

Expenditure on charitable activities - Residential care homes and accommodation.

Irrecoverable VAT is charged as an expenses against the activity for which expenditure arose.

Allocation of support and governance costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include governance costs, administrative office function costs, depreciation HR and recruitment and premises costs. They are incurred directly in support of expenditure on the objects of the charitable company.

Governance costs comprise all costs involving the public accountability of the charitable company and its compliance with regulations and good practice. These costs include costs related to the statutory audit.

Tangible fixed assets

Tangible fixed assets are statement at cost less accumulated depreciation.

Depreciation is provided on all tangible assets, at rates calculated to write off the cost of each asset on a straight line basis over the asset's estimated useful lives as follows:

Freehold land	not depreciated
Freehold buildings	Over 50 years straight line
Fixtures and fittings	25%/33% straight line
Office equipment	25% on cost

Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part II Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Fund accounting

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Debtors

Additional contract income receivable is measured at the amount due to be received. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

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

Other creditors and accruals are recognised at their settlement amount due.

ACCESS FOR LIVING

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES - continued

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instrument. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Operating leases

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged to the Statement of Financial Activities as incurred.

2. DONATIONS AND LEGACIES

	2021 £	2020 £
Contributions towards pension costs	<u>19,103</u>	<u>19,103</u>
	<u>19,103</u>	<u>19,103</u>

3. OTHER GRANTS

	2021 £	2020 £
Job Retention Scheme	<u>48,227</u>	<u>-</u>

4. INVESTMENT INCOME

	2021 £	2020 £
Bank interest	<u>224</u>	<u>1,340</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2021 £	2020 £
London Borough of Lewisham	1,933,620	1,952,045
Bargery Road Registered Care Home	295,583	323,543
Outreach service	279,828	305,138
Additional contract income	-	-
COVID-19 funding	<u>160,946</u>	<u>-</u>
	<u>2,669,977</u>	<u>2,580,726</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs £	Support costs (See note 6) £	Totals £
Residential care homes and accommodation	<u>2,411,802</u>	<u>189,864</u>	<u>2,601,666</u>

ACCESS FOR LIVING

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

7. SUPPORT COSTS

	Administration £	Support services £	Governance costs £	Totals £
Residential care homes and accommodation	<u>170,575</u>	<u>12,389</u>	<u>6,900</u>	<u>218,083</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Auditors' remuneration	6,420	6,300
Auditors' remuneration for non-audit work	-	-
Depreciation - owned assets	<u>3,830</u>	<u>7,611</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

None of the trustees received any remuneration in the year (2020: £Nil).

Trustees' expenses

During the year, no (2020: 1) trustee was reimbursed £nil (2020: £111) in relation to the annual trustees meal.

10. STAFF COSTS

	2021 £	2020 £
Total staff emoluments for the year were as follows:		
Salary costs	2,139,137	2,215,407
National insurance	193,232	190,576
Pension costs	<u>51,214</u>	<u>62,971</u>
	<u>2,383,583</u>	<u>2,468,954</u>

Included in salary costs are amounts paid to agency staff of £51,946 (2020: £70,538).

Included in staff costs are amounts categorised as Outreach costs of £207,004 (2020: £211,087).

The average number of people, excluding trustees, employed by the company during the year amounted to 79 (2020: 85), of which 4 (2020: 4) were administrative and the remainder were charitable.

The number of employees whose emoluments fell within the following bands, were:

	2021 No.	2020 No.
£80,001 - £90,000	<u>1</u>	<u>1</u>

Pension contributions totalling £nil (2020: £1,866) were made to final salary schemes in respect to the above higher paid employee.

Pension contributions relate to contributions to money purchase pension schemes for certain staff and to a Government Scheme or NHS Superannuation Scheme on behalf of certain other staff. At the balance sheet date 6 staff (2020: 6) were accruing benefits under money purchase pension schemes, 2 staff (2020: 2) were accruing benefits under final salary schemes and 66 staff (2020: 67) were accruing benefits under the defined contribution workplace pension scheme, NEST.

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

10. STAFF COSTS (continued)

The key management of the charitable company comprise the Trustees, the Chief Executive, the 4 Service and Development Managers (2020: 6) and the Admin and Finance Manager. The Trustees do not receive any remuneration for this role.

The total employee benefits of the key management personnel for the charitable company were £278,471 (2020: £405,621).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	19,103
Charitable activities	
Residential care homes and accommodation	2,580,726
Investment income	<u>1,340</u>
Total	2,601,169
EXPENDITURE ON	
Charitable activities	
Residential care homes and accommodation	2,665,465
Other	<u>2,247</u>
Total	<u>2,667,712</u>
NET (EXPENDITURE)	(66,543)
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>928,382</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>861,839</u></u>

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Office equipment £	Totals £
COST				
At 1 April 2020	262,372	2,054	56,201	320,627
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 March 2021	<u>262,372</u>	<u>2,054</u>	<u>56,201</u>	<u>320,627</u>
DEPRECIATION				
At 1 April 2020	8,988	2,034	52,579	63,601
Charge for year	2,246	20	1,564	3,830
Eliminated on disposal	-	-	-	-
At 31 March 2021	<u>11,234</u>	<u>2,054</u>	<u>54,145</u>	<u>67,431</u>
NET BOOK VALUE				
At 31 March 2021	<u>251,138</u>	<u>-</u>	<u>2,058</u>	<u>253,196</u>
At 31 March 2020	<u>253,384</u>	<u>20</u>	<u>3,622</u>	<u>257,026</u>

Included in Freehold property is £150,000 (2020: £150,000) relating to land.

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Additional contract income receivable	79,100	58,036
Other debtors	546	3,215
Prepayments and accrued income	<u>28,562</u>	<u>25,071</u>
	<u>108,208</u>	<u>86,322</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	36,066	23,530
Other creditors	8,402	3,616
Accruals and deferred income	<u>33,852</u>	<u>36,339</u>
	<u>78,310</u>	<u>63,485</u>

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2021

15. LEASING AGREEMENTS

The charity had total commitments under an operating lease as follows:

	2021 £	2020 £
Expiring:		
Within one year	34,000	34,000
Between one and five years	136,000	136,000
In more than five years	79,923	113,923
	<u>249,923</u>	<u>283,923</u>

At the 31 March 2021 the charity had annual commitments under an operating lease as follows:

	2021 £	2020 £
Expiring:		
Within one year	-	-
Between one and five years	-	-
In more than five years	34,000	34,000

16. MOVEMENT IN FUNDS

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
Unrestricted funds			
General fund	661,839	83,618	75,457
Redundancy costs	200,000	50,000	250,000
	<u>861,839</u>	<u>133,618</u>	<u>995,457</u>
TOTAL FUNDS	<u>861,839</u>	<u>133,618</u>	<u>995,457</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund			
	<u>2,737,531</u>	<u>(2,603,913)</u>	<u>133,618</u>
TOTAL FUNDS	<u>2,737,531</u>	<u>(2,603,913)</u>	<u>133,618</u>

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

16. MOVEMENT IN FUNDS (continued)

Comparatives for movement in funds

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted Funds			
General fund	728,382	(66,543)	661,839
Redundancy costs	<u>200,000</u>	<u>-</u>	<u>200,000</u>
	928,382	(66,543)	861,839
	<u>928,382</u>	<u>(66,543)</u>	<u>861,839</u>
TOTAL FUNDS	<u>928,382</u>	<u>(66,543)</u>	<u>861,839</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,601,169	(2,667,712)	(66,543)
	<u>2,601,169</u>	<u>(2,667,712)</u>	<u>(66,543)</u>
TOTAL FUNDS	<u>2,601,169</u>	<u>(2,667,712)</u>	<u>(66,543)</u>

Designated funds form part of unrestricted funds and relate to amounts set aside by the Trustees to meet specific future requirements of the organisation. The above designated fund was established by the directors to cover for potential redundancy costs arising on any future termination of the company's major contract (see note 16).

17. CONTINGENT LIABILITIES

Contracts are awarded for each project for a period of 5 years, with each service user living at the project having an individually costed spot contract.

As services have been tendered at different time, they are due to end at different times. This has reduced the risk to the company of its main contract being terminated.

The Directors have designated £250,000 of the company's reserves to cover potential redundancy costs

18. RELATED PARTY DISCLOSURES

In the year ended 31 March 2021, £11,975 (2020: £nil) was paid to Morrison Spowart Solicitors for legal advice, a firm in which a trustee is a partner. There were no amounts outstanding at the year-end.

19. COMPANY STATUS

The company is limited by guarantee and does not have a share capital. The liability of the members in the event of winding up is limited to £1 each.