

RAVENSBOURNE PROJECT

England & Wales · Charity number 1056481

Details

Status Registered

Legal form Charitable company

Company number [03181695](#)

Registered 1996-06-28

Register [View on the Charity Commission register](#)

Contact

Address 4 Crantock Road
London
SE6 2QT

Phone 02086952661

Email office@ravensbourneproject.org.uk

Website www.ravensbourneproject.org.uk

Activities

Objects: TO PROVIDE OR ASSIST IN THE PROVISION OF (A) DAY AND SHORT TERM RESIDENTIAL CARE FOR DISABLED AND HANDICAPPED CHILDREN IN ORDER TO PROVIDE TEMPORARY RELIEF AND RESPITE FOR THEIR PARENTS OR CARERS; AND (B) RECREATION FACILITIES SUCH AS BUT NOT LIMITED TO A TOY LIBRARY FOR THE PURPOSE OF IMPROVING THE CONDITIONS OF LIFE OF; (1) DISABLED OF HANDICAPPED CHILDREN; AND (11) ECONOMICALLY AND SOCIALLY DEPRIVED CHILDREN UNDER THE AGE OF 8 YEARS; PROVIDED THOSE FOR WHOM THESE FACILITIES ARE PRIMARILY INTENDED ("THE CHILDREN") RESIDE WITHIN THE LONDON BOROUGH OF LEWISHAM.

Activities: a) day and short term residential care for disabled children in order to provide temporary relief and respite for their parents and carers and b) recreational facilities such as but not limited to, toy library for the purpose of improving the conditions of life of: i. disabled or handicapped children ii. economically and socially deprived children under the age of eight years

Classification

- **How:** Provides Services
- **What:** Disability
- **Who:** Children/young People

Geography

- **Area of benefit:** LONDON BOROUGH OF LEWISHAM
- Lewisham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£631,521	£732,352	£370,928	17
2024-03-31	£633,243	£677,040	£471,759	17
2023-03-31	£641,046	£626,280	£515,556	16
2022-03-31	£639,508	£579,483	£500,790	11
2021-03-31	£629,372	£489,566	£440,765	14

Trustees

Name	Role	Appointed
HENRIETTA STEPHANIE WEBB BA	Chair	
Cassim Bakharia		2014-12-01
JACQUELINE PASCHOUD		
JOE BURCHELL		

RAVENSBOURNE PROJECT

England & Wales - Charity number 1056481

Accounts

Registered Number: 3181695 (England & Wales)

***RAVENSBORNE PROJECT
(A Company Limited by Guarantee)***



***Financial Statements
for the year ended 31 March 2025***

RAVENSBOURNE PROJECT
(company Limited by guarantee)

Index to the Financial Statements
for the year ended 31 March 2025

	Page
Legal and Administrative Details	1
Trustees' Report	2
Auditors' Report	9
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Legal and Administrative Details

Ravensbourne Project Limited is a registered charity, number 1056481, and company limited by guarantee, number 3181695. The liability of each director is limited to £1 in the event of the company being wound up.

Trustees/Directors	Henrii Webb (Chair) Jacqueline Paschoud (Vice Chair) Robert Jones (Operational Director) – resigned on 22 July 2025 Joseph Burchell (Fundraising) Cassim Bakharia (Education)
Secretary:	Robert Jones - resigned on 22 July 2025
Operational Team: Operational Director Registered Manager Deputy Manager	Rhys Robotham Siobhann Brady Caren Lewis
Registered Office	4 Crantock Road Catford London SE6 2QT
Principal Bank	Lloyds Plc. 9 Market Square Bromley Kent BR1 1ND
Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
Registered Charity Number	1056481
Company Number	3181695
Ofsted Registered Number	1257289
Ofsted Rating	Good

Ravensbourne Project Chair Report: Year in Review and Future Plans

Dear All

I hope this message finds you well. As we reflect on the past year, I am pleased to present the annual report on behalf of the Ravensbourne Project. I'm pleased to say that this has been a positive year. There have been some challenges, and our staff as always have risen to and exceeded it. Their hard work and commitment have meant that we are able to confidently look forward to continuing with our work.

Child/Young Person-Centred Mission: Our primary mission throughout the year has been to remain child/young person-centred particularly given the unique challenges. Despite the obstacles, our commitment to supporting families living with complex needs has been unwavering. We have worked closely with the local authority to provide timely and appropriate support, either in person or through telephone communication. The collaborative effort between our team and the families we support has allowed us to continue providing essential services throughout the year.

Adapting to Changing Regulations: The year brought about numerous obstacles and barriers, with changing regulations and guidance adding complexity to our work. Despite these challenges, the dedication of both our staff and the families we serve has been instrumental in overcoming these hurdles. I want to express sincere thanks to everyone involved for their continued support and understanding during these unprecedented times.

Building on Current Services and Exploring New Avenues: Looking ahead to the coming year, my fellow trustees and I are enthusiastic about building on our current services. We are actively exploring new areas of support to meet the evolving needs of our growing community. The caravan in Kent that supports our families to have a well-earned respite break has been a great success, and we would like to build on that. One notable initiative is our investigation into the possibility of expanding our charity to support young adults aged 18 and above. We are exploring ways that our young people can stay within our borough which will present a huge financial saving for LA, keep families together and fund person centred appropriate provision for them.

Appreciation for Trustees, Organizations, and Community Groups: I would like to express our gratitude to all the community groups and organisations that we have worked alongside. This has been extremely invaluable to our work as we all have the same goal. I'd like to say a special thank you to my fellow trustees, whose voluntary dedication has been instrumental in establishing the Ravensbourne Project as a centre of excellence over the years.

In closing, I am filled with gratitude for the collective efforts that have allowed the Ravensbourne Project to endure and even thrive. Your ongoing support is crucial, and we are excited about the opportunities that the future holds for our organisation.

Yours sincerely,

Henrii Webb
Chair of Trustees
Ravensbourne Project

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2025

Introduction:

The Ravensbourne Project is a charitable company limited by guarantee incorporated on 28 March 1996 and registered as a Charity on the same date.

The organisation originates from three well respected charities, the Ravensbourne Toy and Equipment Library, Ravensbourne Link, and the Handen Road Toy Library which together have been established in the London Borough of Lewisham since 1976.

Throughout this time our purpose is to provide services to carers of disabled children and young people that are responsive to their need.

Services:

Day-Care:

Saturday & Sundays weekly 09:00 to 16:00

School Holidays: Monday to Friday 09:00 to 16:00

Overnight Service:

Friday & Saturday 16:00 to 15:30

School Holidays: Monday to Friday 16:00 to 15:30

Parent Support: Monday to Thursday 10:30 to 14:30

Ravensbourne Foundation Training: Monday to Friday 09:00 to 17:00

We offer a wide range of activities within the house and community

Arts & Crafts, Cooking, Computers and iPad's, Group games, Sports, Life skills and many other activities that the children have requested. all the children have their own activity plan that they have created with the support of the staff.

Booking a service

Parents access the services at the Ravensbourne Project in a planned way. This depends on the outcome of assessment of their needs for short breaks service Lewisham.

They can book a short break once or twice a month at weekends throughout the year. During the school holidays families use the service between one and three times a week depending on their service points. All our opening dates for the year are published in advance on our web site.

Objectives Aims & Activities:

- ***To support the children young people families within their community***
- ***To support Children Young people to access activities that would not normally be available to them.***
- ***To support children young people to build and develop lifelong friendships and relationships.***
- ***To Offer free training to Parents and Families***
- ***To support families during times of crises.***
- ***To Support the children and families during the transition periods.***
- ***To support the Local Authority and other Organisations with their training needs of the staff.***

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2025

Together with families we will have the highest ambition for all Our children and young people. And we will make a positive difference to the lives of children and young people

Our Vision:

Our vision is to work in partnership with families of the children/young people to support them in developing services to meet the needs of the children, young people and their families. Ravensbourne is looking to the future and establishing services that can develop with the children and young people to ensure that the organisation is growing and to developing with the children young people we already support, and are working closely with the local authority and other organisations to ensure we are meeting the needs of the children young people of the future.

Feedback from Parents:

“The staff are always welcoming; I know my son is safe when he is there. This allows me to spend time with my other children on weekends”.

“My Daughter is very isolated due to her complex needs (Challenging behaviour) the staff work with her to support her to control her behaviours. I can always talk to someone at the house if I feel things are getting out of control”.

“After one of the open days, I was surprised how much work goes on planning for our children”

“Since joining the Parents group, I have made new friends with parents that are facing the same challenges in life”

“The Training has really helped me to understand some of my child’s behaviours”.

“I was having difficulty filling in the paperwork for my son. The staff spent time supporting me to understand what I need to do”.

Staffing and Recruitment:

The staff team are made up of qualified staff from NVQ2 to Diploma level 5 in children & young people. All services are overseen by the Business Manager, who is employed on a fulltime basis. All departments have an allocated Manager and senior support workers.

Ravensbourne Project recruitment is in-line (Ofsted Safe Recruitment) staff fulltime or sessional must meet minimum recruitment standards.

Ravensbourne Project carries out yearly DBS on all staff.

Training and professional development

Training and professional development is one of the key elements to effective practice and effective practice requires committed, enthusiastic and reflective staff with a breadth and depth of knowledge, skills and understanding. We encourage our staff to use their own learning to improve their work with our service users in ways that are sensitive, positive and non-judgemental.

Through initial and on-going training, we strive to continuously improve our relationships with all our service users. Service users are identified as:

- ~ the young people,
- ~ their parents and carers,
- ~ the wider community
- ~ other professionals within and beyond our service.

Volunteers and work experience

The Ravensbourne Project offer opportunities for volunteers and work experience. We have a volunteer policy and believe that volunteers play a role in assisting us to deliver services and increase our capacity by bringing their skills and local knowledge to us.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2025

Accommodation:

4 Crantock Road is a converted and extended family home set over two floors. On the ground floor there is a sitting room, a dining room, a sensory room, an art activity room and a main office. There is also a kitchen, a laundry, two toilets, and a wet room which is end-suite to the downstairs bedroom.

On the first floor, which can be reached by stairs or lift, the accommodation has been split. On one side there are two bathrooms, one fitted with a "wash and dry" toilet and a specially adapted bath and two bedrooms, and on the other side two single bedrooms.

A hearing loop system has been installed throughout. All the principal rooms have overhead tracks and portable carriages and other rooms have use of the mobile hoist, thus enabling our wheelchair users to be moved with safety and in comfort.

Governing Document

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.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. They 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 selected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Directors may appoint a person who is willing to act as a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles. A Director so appointed shall hold office only until the next following Annual General Meeting and shall not be taken into account in determining Directors who are to retire by rotation.

The traditional business and medical skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update each year). In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Management Committee.

The Management Committee aims to reflect the diverse community with which we work and we welcome applications from all sections of society who have the appropriate skills and experience, but particularly from those communities that are currently under represented. Due to the nature of the organisation much of the charity's work inevitably focuses upon supporting parents/carers of disabled children and young people and the needs of the children and young people themselves.

The charity has through its networks sought to identify parent/carers who would be willing to become members of the management committee and use their own experience to assist the charity in its work. The committee members are sought with a range of backgrounds, fundraising, corporate charity legal/administration, management in the voluntary sector, strategic development, Social Health and Care, education, disability, and Human Resources. Information about becoming a Trustee is to be found on the website: www.ravensbourneproject.org.uk

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2025

Organisational Structure

The Ravensbourne Project has a Board of Trustees of up to nine members who meet at a minimum, quarterly and are responsible for the strategic direction and policy of the charity.

At present the Committee has 4 members from a variety of professional backgrounds relevant the work of the charity. The Operational Director acts as the Company Secretary and sits on the Committee but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rest with the Operational Director.

To facilitate effective operations, the Operational Director has delegated authority approved by the trustees for operational matters including finance, recruitment; short breaks related activity, individual supervision of the staff team and ensuring that the staff teams continue to develop their skills and keep up to date with the latest developments in good working practices.

In addition, the Operational Director is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met.

Financial Review

It has been another stable year in respect of service delivery by the Ravensbourne Project following the previous year's rationalisation of service.

The Project's financial strategy over the past few years has been to invest in staff responsible for direct delivery of services whilst keeping investment in administrative and managerial staff to a minimum. Our objective being to generate a modest profit and establish a balance sheet strong enough to support future investment and a reserve fund approximately equivalent to six months of the Project's running costs.

This objective has now been achieved and the Project's strategy for future years is to invest in delivery, administrative and managerial staff to facilitate enhanced delivery, and diversification of services and increased administrative efficiency.

The Project was able to deliver a positive financial return in the year, due to the prudent financial management of costs, both staff and overheads, allied to support from all service delivery staff.

Principal Revenue and Funding Sources

The Ravensbourne Project continues to generate revenues and to be funded by a number of sources. Revenue for services provided generated by charging the London Borough of Lewisham for both Daycare and Overnight services.

Investment Policy

The funds received by the Project are used short term to provide services resulting in a relatively modest amount available for medium or longer-term investment. Short term surplus funds were placed in a high interest deposit account until required. The continuing improvement to cash flow and an increasing reserve balance may allow a diversification of investment decisions and this matter is under constant review by the Board and management of the Project.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2025

Reserves Policy

The Project has achieved the objective of establishing a reserve fund approximating to six months of the Ravensbourne Project's running costs. The Project will continue to endeavour to operate at a profit to enable future investment into staff and improved services.

Planning for the future

In so far as it is complimentary to the charity objects, the charity is guided by both local and national policy. All services run by the Ravensbourne Project are run within the legal frameworks describe under each service heading.

The Board remains committed to the provision of short breaks for the families of disabled children and will continue to seek new forms of funding to facilitate the growth and development evident over the past years.

Responsibilities of the Management Committee

The trustees (who are also directors of Ravensbourne Project for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 the group] and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, Charities and Public Benefit.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2025

Auditors:

Goldwins Limited Chartered Accountants and Registered Auditor will be proposed for appointment in accordance with Section 485 of the Companies Act 2006.

Approved by the Management Committee on 27 January 2026 and signed on its behalf by:



.....
Henrii Webb (Chair)

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Independent Auditor's Report to the Members of Ravensbourne Project

Opinion

We have audited the financial statements of Ravensbourne Project (the 'Charity') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows 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 Charity's affairs as at 31 March 2025 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 Charity 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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Independent Auditor's Report to the Members of Ravensbourne Project

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 (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

Our 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 extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Independent Auditor's Report to the Members of Ravensbourne Project

- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
 - We inspected the minutes of meetings of those charged with governance.
 - We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
 - We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
 - We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
 - In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

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 for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity'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 Charity'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 Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton

Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Date: 28 January 2026

Ravensbourne Project
(A Company Limited by Guarantee)
Statement of financial activities (incorporating an income and expenditure account)
For the year ended 31 March 2025

	Note	Unrestricted funds 2025 £	Restricted Funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations		320	-	320	1,919
Charitable activities	3	630,000	-	630,000	630,380
Investment income	4	1,201	-	1,201	944
Total income		631,521	-	631,521	633,243
Expenditure on:					
Fundraising		15,825	-	15,825	1,874
Charitable activities	5	716,527	-	716,527	675,166
Total expenditure		732,352	-	732,352	677,040
Net income/(expenditure) for the year	6	(100,831)	-	(100,831)	(43,797)
Transfers between funds		-	-	-	-
Net movement in funds		(100,831)	-	(100,831)	(43,797)
Reconciliation of funds:					
Total funds brought forward	15	471,759	-	471,759	515,556
Total funds carried forward		370,928	-	370,928	471,759

All of the above results are derived from continuing activities.
There were no other recognised gains or losses other than those stated above.
The attached notes form part of these financial statements.

Ravensbourne Project
(A Company Limited by Guarantee)
Balance sheet
As at 31 March 2025

	Note	2025 £	2025 £	2024 £	2024 £
Fixed Assets					
Tangible Assets	10		402,129		418,652
Current Assets:					
Debtors	11	270,517		157,610	
Cash at bank and in hand		4,978		146,718	
		<u>275,495</u>		<u>304,328</u>	
Liabilities:					
Creditors: amounts falling due within one year	12	<u>(117,161)</u>		<u>(46,522)</u>	
Net current Assets			158,334		257,806
Creditors: amounts falling due after one year	13		<u>(189,535)</u>		<u>(204,699)</u>
Total Net Assets			370,928		471,759
Funds:	15				
Restricted Funds			-		-
Unrestricted funds:			<u>370,928</u>		<u>471,759</u>
Total Funds			370,928		471,759

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

Approved by the trustees on 27 January 2026 and signed on their behalf by:



Henrii Webb
Trustee

Company Registration No. 3181695

The attached notes form part of these financial statements.

Ravensbourne Project
(A Company Limited by Guarantee)
Statement of cash flows
For the year ended 31 March 2025

	Note	2025 £	2025 £	2024 £	2024 £
Net cash provided by operating activities	16		(126,390)		(191,535)
Cash flows from investing activities:					
Interest/ dividends from investments		1,201		944	
Sale/(Purchase) of fixed assets		<u>(1,387)</u>		<u>-</u>	
Cash provided by / (used in) investing activities			(186)		944
Cash flows from financing activities:					
Repayments of borrowing		(15,164)		(14,406)	
Cash provided by / (used in) financing activities			(15,164)		(14,406)
Change in cash and cash equivalents in the year			(141,740)		(204,997)
Cash and cash equivalents at the beginning of the year			146,718		351,715
Cash and cash equivalents at the end of the year	17		<u>4,978</u>		<u>146,718</u>

1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – Charities SORP (FRS 102) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Interest receivable

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.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1 Accounting policies (continued)

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charity in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance and governance costs which support the Trust's charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

Fixed Assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

□	Freehold property	over 50 years
	Motor Vehicles	25% reducing balance method
	Caravan	25% reducing balance method
	IT Equipment	Over 2 years.

Debtors

Trade and other debtors are recognized at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

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 and provisions are recognized 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. Creditors and provisions are normally recognized at their settlement amount after allowing for any trade discounts due.

Financial instruments

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

Ravensbourne Project
(A Company Limited by Guarantee)
Notes to the financial statements
For the year ended 31 March 2025

2 Detailed comparatives for the statement of financial activities

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
Income from:			
Donations	1,919	-	1,919
Charitable activities	630,380	-	630,380
Other income	944	-	944
Total income	633,243	-	633,243
Expenditure on:			
Fundraising	1,874	-	1,874
Charitable activities	675,166	-	675,166
Total expenditure	677,040	-	677,040
Net income / (expenditure) for the year	(43,797)	-	(43,797)
Transfers between funds	-	-	-
Net movement in funds	(43,797)	-	(43,797)
Reconciliation of funds:			
Total funds brought forward	515,556	-	515,556
Total funds carried forward	471,759	-	471,759

3 Income from charitable activities

	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Total 2024 £
L B Lewisham - Day Respite - Overnights, Weekends and Holidays	630,000	-	630,000	630,000
Holiday Caravan rental income	-	-	-	380
	630,000	-	630,000	630,380

4 Investment income

	Unrestricted 2025 £	Restricted 2025 £	Total 2025 £	Total 2024 £
Bank interest	1,201	-	1,201	944
	1,201	-	1,201	944

5 Analysis of expenditure

	Basis of allocation	Fundraising £	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2025 Total £	2024 Total £
Salaries and NI	Direct	-	63,135	336,722	21,045	-	420,902	376,132
Activities Costs	Usage	-	3,152	16,811	1,051	-	21,014	6,312
Agency staff	Direct	-	-	134,727	-	-	134,727	134,475
Audit Fees	Usage	-	-	-	-	7,260	7,260	6,900
Bank Charges and Loan Interest	Usage	-	1,907	10,172	636	-	12,715	13,493
Bookkeeping and Payroll Services	Usage	-	476	2,540	159	-	3,175	2,464
Cleaning, Maintenance and storage	Usage	-	3,766	20,086	1,256	-	25,108	28,876
Computer running and software costs	Usage	-	421	2,246	141	-	2,808	2,227
Depreciation	Usage	-	2,686	14,328	896	-	17,910	20,738
Equipment Hire and Rental	Usage	-	967	5,155	322	-	6,444	4,275
Fundraising costs	Direct	745	-	-	-	-	745	29
General Expenses	Usage	-	167	888	55	-	1,110	3,749
Heat, Light and Power	Usage	-	1,453	7,749	484	-	9,686	11,470
Holiday Home Operating Costs	Direct	15,080	-	-	-	-	15,080	1,845
Insurance	Usage	-	43	229	14	-	286	3,736
Printing, Postage and Stationery	Usage	-	-	-	-	-	-	5,074
Regulatory Visits and fees	Direct	-	2,872	15,316	-	-	18,188	10,172
Rates	Usage	-	101	540	34	-	675	1,793
Staff Welfare, training and recruitment	Usage	-	900	4,798	299	-	5,997	10,337
Telephone, Fax and Internet	Usage	-	3,820	20,374	1,274	-	25,468	32,054
Travelling, Motor Expenses and Fuel	Usage	-	407	2,169	135	-	2,711	559
Website costs	Usage	-	51	274	18	-	343	330
		15,825	86,324	595,124	27,819	7,260	732,352	677,040
Governance costs		-	764	6,496	-	(7,260)		
Support Costs		-	2,929	24,890	(27,819)	-		
Total 2025		15,825	90,017	626,510	-	-	732,352	
Total 2024		1,874	83,632	591,534	-	-		677,040

Usage cost is allocated based on staff time spent on a fund. Direct costs have been allocated based on actual time spent on the activities. All of the above expenditure was unrestricted (2024: all unrestricted).

Ravensbourne Project
(A Company Limited by Guarantee)
Notes to the financial statements
For the year ended 31 March 2025

6 Net income / (expenditure) for the year

This is stated after charging:

	2025	2024
	£	£
Depreciation	17,910	20,738
Audit fees	5,900	5,750
	<u>23,810</u>	<u>26,488</u>

7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2025	2024
	£	£
Salaries and wages	384,498	339,728
Social security costs	26,255	26,255
Employer's contribution to defined contribution pension schemes	10,149	10,149
	<u>420,902</u>	<u>376,132</u>

The number of employees whose total employee benefits (excluding employer's national insurance and pension costs) for the reporting period amounting to over £60,000 were as follows:

	2025	2024
	1	1
£70,000 - £79,999	1	1

The total employee benefits including pension contributions of the key management personnel were £85,060 (2024: £86,837).

The average number of employees during the period was 17 (2024: 17).

8 Trustee remuneration & related party transactions

One of the trustees Robert Jones received remuneration of £73,139 (2024: £74,766) for the services provided as an operational director. The charity paid £3,082 (2024: £3,009) pension contributions for Robert Jones during the year.

Jessica Webb, who is the daughter of one of the trustees, received remuneration of £8,505 working as the social media curator for the charity. The charity paid £68 pension contributions for Jessica Webb during the year.

No trustee or other person related to the charitable company has any personal interest in any contract or transaction entered into by the charitable company during the year (2024: none).

There were no other related party transactions during the year (2024: none)

9 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Ravensbourne Project
(A Company Limited by Guarantee)
Notes to the financial statements
For the year ended 31 March 2025

10 Tangible fixed assets

	Freehold Property	Caravan	Fixtures, Fittings and Equipment	IT Equipment	Total
	£	£	£	£	£
Cost					
Cost brought forward	545,645	38,299	7,548	2,459	593,951
Additions	-	-	288	1,099	1,387
Disposals	-	-	-	-	-
Cost carried forward	545,645	38,299	7,836	3,558	595,338
Depreciation					
Depreciation brought forward	152,782	16,756	3,302	2,459	175,299
Charge for the year	10,913	5,386	1,062	550	17,910
Depreciation carried forward	163,695	22,142	4,364	3,009	193,209
Net book value carried forward	381,950	16,157	3,473	550	402,129
Net book value brought forward	392,863	21,543	4,246	-	418,652

11 Debtors

	2025	2024
	£	£
Fee income receivable	270,100	157,600
Other debtors	417	10
	270,517	157,610

12 Creditors: amounts falling due within one year

	2025	2024
	£	£
Bank loans and overdrafts	94,414	26,214
Other creditors	2,543	4,219
Accruals	8,140	7,960
Social security	12,064	8,129
	117,161	46,522

13 Creditors:- Amounts falling due over one year

	2025	2024
	£	£
Bank loans	189,535	204,699
	189,535	204,699

14 Analysis of net assets between funds

	Unrestricte d Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Tangible fixed assets	402,129	-	402,129	418,652
Current assets	275,495	-	275,495	304,328
Current liabilities	(117,161)	-	(117,161)	(46,522)
Non-current liabilities	(189,535)	-	(189,535)	(204,699)
Net assets at the year end	370,928	-	370,928	471,759

Ravensbourne Project
(A Company Limited by Guarantee)
Notes to the financial statements
For the year ended 31 March 2025

15 Movements in funds

	At the start of the year £	Income £	Expenditure and losses £	Transfers £	At the end of the year £
Unrestricted funds:					
General funds	471,759	631,521	(732,352)	-	370,928
Total unrestricted funds	471,759	631,521	(732,352)	-	370,928
Total funds	471,759	631,521	(732,352)	-	370,928

16 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2025 £	2024 £
Net income for the reporting period (as per the statement of financial activities)	(100,831)	(43,797)
Depreciation	17,910	20,738
Interest, rent and dividends from investments	(1,201)	(944)
(Increase)/ decrease in debtors	(112,907)	(157,610)
Increase/ (decrease) in creditors	70,639	(9,922)
Net cash provided by / (used in) operating activities	(126,390)	(191,535)

17 Analysis of cash and cash equivalents

	At the start of the year £	Cash flows £	At the end of the year £
Cash at bank and in hand	146,718	(141,740)	4,978
Total cash and cash equivalents	146,718	(141,740)	4,978

Analysis of cash and cash equivalents (prior year)

	At the start of the year £	Cash flows £	At the end of the year £
Cash at bank and in hand	351,715	(204,997)	146,718
Total cash and cash equivalents	351,715	(204,997)	146,718

18 Previous reporting period information

18a Analysis of expenditure of the previous reporting period

	Basis of allocation	Fundraising £	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2024 Total £
Salaries and NI	Direct	-	56,420	300,906	18,806	-	376,132
Activities Costs	Usage	-	947	5,050	315	-	6,312
Agency staff	Direct	-	-	134,475	-	-	134,475
Audit Fees	Usage	-	-	-	-	6,900	6,900
Bank Charges and Loan Interest	Usage	-	2,024	10,794	675	-	13,493
Bookkeeping and Payroll Services	Usage	-	370	1,971	123	-	2,464
Charitable donations	Direct	-	-	-	-	-	-
Cleaning, Maintenance and storage	Usage	-	4,331	23,101	1,444	-	28,876
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-
Computer running and software costs	Usage	-	334	1,782	111	-	2,227
Depreciation	Usage	-	3,111	16,590	1,037	-	20,738
Equipment Hire and Rental	Usage	-	641	3,420	214	-	4,275
Fundraising costs	Direct	29	-	-	-	-	29
General Expenses	Usage	-	562	2,999	188	-	3,749
Heat, Light and Power	Usage	-	1,721	9,176	573	-	11,470
Holiday Home Operating Costs	Direct	1,845	-	-	-	-	1,845
Legal and professional fees	Usage	-	-	-	-	-	-
Insurance	Usage	-	560	2,989	187	-	3,736
Printing, Postage and Stationery	Usage	-	761	4,059	254	-	5,074
Regulatory Visits and fees	Direct	-	1,606	8,566	-	-	10,172
Rates	Usage	-	269	1,434	90	-	1,793
Staff Welfare, training and recruitment	Usage	-	1,551	8,270	516	-	10,337
Telephone, Fax and Internet	Usage	-	4,808	25,643	1,603	-	32,054
Travelling, Motor Expenses and Fuel	Usage	-	84	447	28	-	559
Trustees Expenses	Usage	-	-	-	-	-	-
Website costs	Usage	-	50	264	16	-	330
		1,874	80,150	561,936	26,180	6,900	677,040
Governance costs		-	726	6,174	-	(6,900)	
Support Costs		-	2,756	23,424	(26,180)	-	
Total 2024		1,874	83,632	591,534	-	-	677,040

18b Analysis of net assets between funds of the previous reporting period

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	418,652	-	418,652
Current assets	304,328	-	304,328
Current liabilities	(46,522)	-	(46,522)
Non-current liabilities	(204,699)	-	(204,699)
Net assets at the year end	471,759	-	471,759

18c Details of movements in funds during the previous reporting period

	At the start of the year £	Income £	Expenditure £	Transfers £	At the end of the year £
Unrestricted funds:					
General funds	515,556	633,243	(677,040)	-	471,759
Total unrestricted funds	515,556	633,243	(677,040)	-	471,759
Total funds	515,556	633,243	(677,040)	-	471,759

RAVENSBOURNE PROJECT

England & Wales - Charity number 1056481

Accounts

Registered Number: 3181695 (England & Wales)

***RAVENSBORNE PROJECT
(A Company Limited by Guarantee)***



***Financial Statements
for the year ended 31 March 2024***

**RAVENSBOURNE PROJECT
(company Limited by guarantee)**

**Index to the Financial Statements
for the year ended 31 March 2024**

	Page
Legal and Administrative Details	1
Trustees' Report	2
Auditors' Report	10
Statement of Financial Activities	13
Balance Sheet	14
Statement of Cash Flows	15
Notes to the Financial Statements	16

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Legal and Administrative Details

Ravensbourne Project Limited is a registered charity, number 1056481, and company limited by guarantee, number 3181695. The liability of each director is limited to £1 in the event of the company being wound up.

Trustees/Directors	Henri Webb (Chair) Jacqueline Paschoud (Vice Chair) Robert Jones (Operational Director) Joseph Burchell (Fundraising) Cassim Bakharia (Education)
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Secretary:	Robert Jones
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Operational Team:	
Operational Director	Robert Jones
Registered Manager	Sharon Edwards
Dupty Manager	Siobhann Brady
Lead Children's Practitioner	Caren Lewis

Registered Office	4 Crantock Road Catford London SE6 2QT
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Principal Bank	Lloyds Plc. 9 Market Square Bromley Kent BR1 1ND
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Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
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Registered Charity Number	1056481
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Company Number	3181695
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Ofsted Registered Number	1257289
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Ofsted Rating	Good
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A Year of Growth and Dedication

Once again, I am happy to report on the success of the Ravensbourne Project over the year. With the dedication of the staff team and the support of my fellow trustees, we have continued to deliver and grow the services for the families of Lewisham.

Refurbishment of Crantock Road

During the year, we undertook the refurbishment of Crantock Road. This involved a lot of research around the needs of children with complex needs. The house has now been decorated to support the well-being of every child.

The refurbishment has not only transformed the physical space but has also provided an environment that caters to the specific needs of our children. The thoughtful selection of colors and designs for each room reflects our commitment to creating a supportive and nurturing atmosphere.

Each room has a particular colour, which is designed to support children with complex behavioural needs, as well as autism and other forms of disability. This thoughtful approach ensures that the environment is conducive to their development and comfort. It was also agreed that an investment would be made of a new Sentry pod. that has demonstrated. how it supports. how it can be used to support children with complex behavioral needs to self regulate. The pod has been a big hit with the children and young people of rooms one project, and it has been reported a decrease in behaviours many. well spent, I believe.

Development of Crantock Road in the Coming Year 2025-26

Furthermore, the refurbishment has created a model that can be used for future projects aimed at enhancing the living conditions of children with complex needs. This model of thoughtful design and investment in specialized equipment, such as the Sentry pod, has proven effective in creating a nurturing environment that promotes well-being and reduces behavioral issues. The success of this initiative has inspired us to consider similar approaches To the garden area. We are looking at next year. creating a new sensory garedn, The plans for this have already been drawn up. and we are excited to deliver this new in 2025 We will be looking for volunteers to support us with this activity, if anybody is interested. in getting involved, please speak to Robert Jones, the operational director,

Development of Respite Care Services 18 to 24 year old

I know parents are concerned about the support they will receive post 18 when the young person moves to adult services. This is constantly a conversation we are having with Lewisham to see how Ravensbourne Project Can work with Lewisham to look at? ways we could offer support during. this difficult time. Robert Jones operational director has been meeting with the adult services To offer our support in any which way we can following the meetings. The board of trustees have decided that Ravensbourne should staff the registration for CQC. It has been agreed that we will start the registration process following the next ofsted visit. I look forward to reporting on the progress in the next report.

Development of Residential Services 18 + Home for life

We have talked many times about the need for a more permanent residential placement for young people with more complex behavioral and medical needs. Again, Wavingspoon is looking to support the families in finding appropriate accommodation. Robert has been supported by Jessica, over the last year, to look at various properties, both within London and surrounding areas. The aim is to find a property that could offer the young people a place in a small community where they can develop more independent skills. We are hoping to find a property that will allow us to develop over the coming years to build our own community and to give the young people a home for life that will support them in their development.

Recruitment and Staff Development

We are also looking at innovative training programs to enhance staff skills, ensuring that they are well-equipped to meet the diverse needs of the children / young people we support. This year, we introduced

Report of the Executive Committee for the Year Ended 31 March 2024

several workshops focusing on communication, therapeutic practices, and inclusive approaches, which have been met with enthusiasm and positive feedback from our team. I would like to take this opportunity to welcome the new staff that we have recruited within the year. They have brought fresh, new ideas to Ravensbourne Project, and we are looking forward to working with them on their creative ideas to support the children / young people moving forward. Among our new recruits, we have welcomed a member of staff who is neurodiverse. This addition has provided us with new insights into the obstacles and barriers that neurodiverse individuals need to overcome within their daily lives. We are thrilled to see the positive impact this has had on our team and the inclusive environment we are fostering. I am sure the new staff will have a massive impact on Ravensbourne and possibly be the new leaders in the future.

Leadership and Acknowledgments

I would like to take this opportunity to thank my fellow trustees, staff, and families for their continuing support in the development of Ravensbourne. I would especially like to thank Joe Burchell for his unwavering support to the Board of Trustees. He has now supported Ravensbourne for over 20 years and has been an invaluable asset to the organisation since joining us.

A special mention goes to Sharon Edwards, who sadly left us this year due to ill health. Sharon was the registered manager and will be greatly missed by the families and staff. However, we are pleased to announce the appointment of Siobhan Brady as the acting registered manager. Siobhan has been working closely with the families of Lewisham for 20 years and is dedicated to seeing the service grow with the needs of the families. I am confident we will see significant developments thanks to her input.

As we move forward, our emphasis will remain on fostering a supportive and inclusive atmosphere for the families we serve, ensuring that their voices are heard and their needs are met with the utmost care and professionalism. We are committed to building on the strong foundation laid by our predecessors and embracing innovative approaches that will enhance our services and make a meaningful difference in the lives of those we support. Together, with unwavering dedication and a shared vision, we will continue to drive the Ravensbourne Project towards greater heights, making it a beacon of excellence and compassion in our community.

Yours sincerely
Henri Webb (Chair of Trustees)

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2024

Introduction:

The Ravensbourne Project is a charitable company limited by guarantee incorporated on 28 March 1996 and registered as a Charity on the same date.

The organisation originates from three well respected charities, the Ravensbourne Toy and Equipment Library, Ravensbourne Link, and the Handen Road Toy Library which together have been established in the London Borough of Lewisham since 1976.

Throughout this time our purpose is to provide services to carers of disabled children and young people that are responsive to their need.

Services:

Day-Care:

Saturday & Sundays weekly 09:00 to 16:00

School Holidays: Monday to Friday 09:00 to 16:00

Overnight Service:

Friday & Saturday 16:00 to 15:30

School Holidays: Monday to Friday 16:00 to 15:30

Parent Support: Monday to Thursday 10:30 to 14:30

Ravensbourne Foundation Training: Monday to Friday 09:00 to 17:00

We offer a wide range of activities within the house and community

Arts & Crafts, Cooking, Computers and iPad's, Group games, Sports, Life skills and many other activities that the children have requested. all the children have their own activity plan that they have created with the support of the staff.

Booking a service

Parents access the services at the Ravensbourne Project in a planned way. This depends on the outcome of assessment of their needs for short breaks service Lewisham.

They can book a short break once or twice a month at weekends throughout the year. During the school holidays families use the service between one and three times a week depending on their service points. All our opening dates for the year are published in advance on our web site.

Objectives Aims & Activities:

- ***To support the children young people families within their community***
- ***To support Children Young people to access activities that would not normally be available to them.***
- ***To support children young people to build and develop lifelong friendships and relationships.***
- ***To Offer free training to Parents and Families***
- ***To support families during times of crises.***
- ***To Support the children and families during the transition periods.***
- ***To support the Local Authority and other Organisations with their training needs of the staff.***

Report of the Executive Committee for the Year Ended 31 March 2024

Together with families we will have the highest ambition for all Our children and young people. And we will make a positive difference to the lives of children and young people

Our Vision:

Our vision is to work in partnership with families of the children/young people to support them in developing services to meet the needs of the children, young people and their families. Ravensbourne is looking to the future and establishing services that can develop with the children and young people to ensure that the organisation is growing and to developing with the children young people we already support, and are working closely with the local authority and other organisations to ensure we are meeting the needs of the children young people of the future.

Feedback from Parents:

“The staff are always welcoming; I know my son is safe when he is there. This allows me to spend time with my other children on weekends”.

“My Daughter is very isolated due to her complex needs (Challenging behaviour) the staff work with her to support her to control her behaviours. I can always talk to someone at the house if I feel things are getting out of control”.

“After one of the open days, I was surprised how much work goes on planning for our children”

“Since joining the Parents group, I have made new friends with parents that are facing the same challenges in life”

“The Training has really helped me to understand some of my child’s behaviours”.

“I was having difficulty filling in the paperwork for my son. The staff spent time supporting me to understand what I need to do”.

Staffing and Recruitment:

The staff team are made up of qualified staff from NVQ2 to Diploma level 5 in children & young people. All services are overseen by the Business Manager, who is employed on a fulltime basis. All departments have an allocated Manager and senior support workers.

Ravensbourne Project recruitment is in-line (Ofsted Safe Recruitment) staff fulltime or sessional must meet minimum recruitment standards.

Ravensbourne Project carries out yearly DBS on all staff.

Training and professional development

Training and professional development is one of the key elements to effective practice and effective practice requires committed, enthusiastic and reflective staff with a breadth and depth of knowledge, skills and understanding. We encourage our staff to use their own learning to improve their work with our service users in ways that are sensitive, positive and non-judgemental.

Through initial and on-going training, we strive to continuously improve our relationships with all our service users. Service users are identified as:

- ~ the young people,
- ~ their parents and carers,
- ~ the wider community
- ~ other professionals within and beyond our service.

Volunteers and work experience

The Ravensbourne Project offer opportunities for volunteers and work experience. We have a volunteer policy and believe that volunteers play a role in assisting us to deliver services and increase our capacity by bringing their skills and local knowledge to us.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2024

Accommodation:

4 Crantock Road is a converted and extended family home set over two floors. On the ground floor there is a sitting room, a dining room, a sensory room, an art activity room and a main office. There is also a kitchen, a laundry, two toilets, and a wet room which is end-suite to the downstairs bedroom.

On the first floor, which can be reached by stairs or lift, the accommodation has been split. On one side there are two bathrooms, one fitted with a "wash and dry" toilet and a specially adapted bath and two bedrooms, and on the other side two single bedrooms.

A hearing loop system has been installed throughout. All the principal rooms have overhead tracks and portable carriages and other rooms have use of the mobile hoist, thus enabling our wheelchair users to be moved with safety and in comfort.

Governing Document

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.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. They 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 selected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Directors may appoint a person who is willing to act as a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles. A Director so appointed shall hold office only until the next following Annual General Meeting and shall not be taken into account in determining Directors who are to retire by rotation.

The traditional business and medical skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update each year). In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Management Committee.

The Management Committee aims to reflect the diverse community with which we work and we welcome applications from all sections of society who have the appropriate skills and experience, but particularly from those communities that are currently under represented. Due to the nature of the organisation much of the charity's work inevitably focuses upon supporting parents/carers of disabled children and young people and the needs of the children and young people themselves.

The charity has through its networks sought to identify parent/carers who would be willing to become members of the management committee and use their own experience to assist the charity in its work. The committee members are sought with a range of backgrounds, fundraising, corporate charity legal/administration, management in the voluntary sector, strategic development, Social Health and Care, education, disability, and Human Resources. Information about becoming a Trustee is to be found on the website: www.ravensbourneproject.org.uk

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2024

Organisational Structure

The Ravensbourne Project has a Board of Trustees of up to nine members who meet at a minimum, quarterly and are responsible for the strategic direction and policy of the charity.

At present the Committee has 4 members from a variety of professional backgrounds relevant the work of the charity. The Operational Director acts as the Company Secretary and sits on the Committee but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rest with the Operational Director.

To facilitate effective operations, the Operational Director has delegated authority approved by the trustees for operational matters including finance, recruitment; short breaks related activity, individual supervision of the staff team and ensuring that the staff teams continue to develop their skills and keep up to date with the latest developments in good working practices.

In addition, the Operational Director is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met.

Financial Review

It has been another stable year in respect of service delivery by the Ravensbourne Project following the previous year's rationalisation of service.

The Project's financial strategy over the past few years has been to invest in staff responsible for direct delivery of services whilst keeping investment in administrative and managerial staff to a minimum. Our objective being to generate a modest profit and establish a balance sheet strong enough to support future investment and a reserve fund approximately equivalent to six months of the Project's running costs.

This objective has now been achieved and the Project's strategy for future years is to invest in delivery, administrative and managerial staff to facilitate enhanced delivery, and diversification of services and increased administrative efficiency.

The Project was able to deliver a positive financial return in the year, due to the prudent financial management of costs, both staff and overheads, allied to support from all service delivery staff.

Principal Revenue and Funding Sources

The Ravensbourne Project continues to generate revenues and to be funded by a number of sources. Revenue for services provided generated by charging the London Borough of Lewisham for both Daycare and Overnight services.

Investment Policy

The funds received by the Project are used short term to provide services resulting in a relatively modest amount available for medium or longer-term investment. Short term surplus funds were placed in a high interest deposit account until required. The continuing improvement to cash flow and an increasing reserve balance may allow a diversification of investment decisions and this matter is under constant review by the Board and management of the Project.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2024

Reserves Policy

The Project has achieved the objective of establishing a reserve fund approximating to six months of the Ravensbourne Project's running costs. The Project will continue to endeavour to operate at a profit to enable future investment into staff and improved services.

Planning for the future

In so far as it is complimentary to the charity objects, the charity is guided by both local and national policy. All services run by the Ravensbourne Project are run within the legal frameworks describe under each service heading.

The Board remains committed to the provision of short breaks for the families of disabled children and will continue to seek new forms of funding to facilitate the growth and development evident over the past years.

Responsibilities of the Management Committee

The trustees (who are also directors of Ravensbourne Project for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 the group] and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, Charities and Public Benefit.


RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2024

Auditors:

Goldwins Limited Chartered Accountants and Registered Auditor will be proposed for appointment in accordance with Section 485 of the Companies Act 2006.

Approved by the Management Committee on 10th March 2025 and signed on its behalf by:



.....
Henrii Webb (Chair)

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

Opinion

We have audited the financial statements of Ravensbourne Project (the 'Charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows 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 Charity's affairs as at 31 March 2024 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 Charity 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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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 (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

Our 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 extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

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 for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity'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 Charity'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 Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton

**Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG
Date: 26th March 2025**

Ravensbourne Project
(A Company Limited by Guarantee)

Statement of Financial Activities (Incorporating an Income and Expenditure Account)

For the Year Ended 31 March 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Income from:					
Donations		1,919	-	1,919	807
Charitable activities	3	630,380	-	630,380	639,962
Investment income	4	944	-	944	277
Total income		633,243	-	633,243	641,046
Expenditure on:					
Fundraising		1,874	-	1,874	4,564
Charitable activities		675,166	-	675,166	621,716
Total expenditure	5	677,040	-	677,040	626,280
Net income / (expenditure) for the year	6	(43,797)	-	(43,797)	14,766
Transfers between funds		-	-	-	-
Net movement in funds		(43,797)	-	(43,797)	14,766
Reconciliation of funds:					
Total funds brought forward	15	515,556	-	515,556	500,790
Total funds carried forward		471,759	-	471,759	515,556

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Balance Sheet

As at 31 March 2024

	Notes	£	2024 £	£	2023 £
Fixed Assets:					
Tangible assets	10		418,652		439,390
Current Assets:					
Debtors	11	157,610		-	
Cash at bank and in hand			<u>146,718</u>	<u>351,715</u>	
			304,328	351,715	
Liabilities:					
Creditors: amounts falling due within one year	12	<u>(46,522)</u>		<u>(56,444)</u>	
Net Current Assets			257,806		295,271
Creditors: amounts falling due after one year	13		<u>(204,699)</u>		<u>(219,105)</u>
Total net Assets			<u>471,759</u>		<u>515,556</u>
Funds:					
Unrestricted funds			471,759		515,556
Restricted funds			<u>-</u>		<u>-</u>
Total Funds			<u>471,759</u>		<u>515,556</u>

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

Approved by the trustees on 10th March 2025 and signed on its behalf by:



Henrii Webb
Trustee

Company Registration No. 3181695

The attached notes form part of the financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 March 2024

	Note	2024 £	2024 £	2023 £	2023 £
Cash flows from operating activities:					
Net cash provided by / (used in) operating activities	16		(191,535)		164,298
Cash flows from investing activities:					
Interest/ rent/ dividends from investments		944		277	
Sale/(Purchase) of fixed assets		-		(48,306)	
		944		(48,029)	
Cash provided by / (used in) investing activities					
			944		(48,029)
Cash flows from financing activities:					
Repayments of borrowing		(14,406)		(12,645)	
		(14,406)		(12,645)	
Cash provided by / (used in) financing activities					
			(14,406)		(12,645)
Change in cash and cash equivalents in the year					
			(204,997)		103,624
Cash and cash equivalents at the beginning of the year			351,715		248,091
Cash and cash equivalents at the end of the year	17		146,718		351,715

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – Charities SORP (FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) 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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

d) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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.

1. Accounting policies (continued)

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charitable company and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charitable company but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's programmes and activities. These costs have been allocated to expenditure on charitable activities.

i) Fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold property	over 50 years
Motor Vehicles	25% reducing balance method
Caravan	25% reducing balance method
IT Equipment	Over 2 years.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

2. Detailed comparatives for the statement of financial activities

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
Income from:			
Donations	807	-	807
Charitable activities	639,962	-	639,962
Other income	277	-	277
Total income	641,046	-	641,046
Expenditure on:			
Fundraising	4,564	-	4,564
Charitable activities	621,716	-	621,716
Total expenditure	626,280	-	626,280
Net income for the year	14,766	-	14,766
Transfers between funds	-	-	-
Net movement in funds	14,766	-	14,766
Reconciliation of funds:			
Total funds brought forward	500,790	-	500,790
Total funds carried forward	515,556	-	515,556

3. Income from charitable activities

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
L B Lewisham - Day Respite - Overnights,Weekends and Holidays	630,000	-	630,000	638,982
Holiday Caravan rental income	380	-	380	980
	630,380	-	630,380	639,962

4. Investment income

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Bank interest	944	-	944	277
	944	-	944	277

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

5. Analysis of expenditure

	Basis of allocation	Fundraising	Nursery	Day Respite - Overnight, Weekends and Holidays	Support Costs	Governance	2024 Total	2023 Total
Salaries and NI	Direct	-	56,420	300,906	18,806	-	376,132	350,206
Activities Costs	Usage	-	947	5,050	315	-	6,312	3,208
Agency staff	Direct	-	-	134,475	-	-	134,475	119,189
Audit Fees	Usage	-	-	-	-	6,900	6,900	6,648
Bank Charges and Loan Interest	Usage	-	2,024	10,794	675	-	13,493	15,176
Bookkeeping and Payroll Services	Direct	-	370	1,971	123	-	2,464	1,500
Charitable donations	Direct	-	-	-	-	-	-	150
Cleaning, Maintenance and storage	Usage	-	4,331	23,101	1,444	-	28,876	25,421
Computer running and software costs	Usage	-	334	1,782	111	-	2,227	6,985
Depreciation	Usage	-	3,111	16,590	1,037	-	20,738	23,605
Equipment Hire and Rental	Usage	-	641	3,420	214	-	4,275	4,209
Fundraising costs	Direct	29	-	-	-	-	29	-
General Expenses	Usage	-	562	2,999	188	-	3,749	2,439
Heat, Light and Power	Usage	-	1,721	9,176	573	-	11,470	12,338
Holiday Home Operating Costs	Direct	1,845	-	-	-	-	1,845	4,564
Insurance	Usage	-	560	2,989	187	-	3,736	3,450
Printing, Postage and Stationery	Usage	-	761	4,059	254	-	5,074	1,970
Regulatory Visits and fees	Direct	-	1,606	8,566	-	-	10,172	6,222
Rates	Usage	-	269	1,434	90	-	1,793	2,657
Staff Welfare, training and recruitment	Usage	-	1,551	8,270	516	-	10,337	5,263
Telephone, Fax and Internet	Usage	-	4,808	25,643	1,603	-	32,054	20,454
Travelling, Motor Expenses and Fuel	Usage	-	84	447	28	-	559	2,746
Website costs	Usage	-	50	264	16	-	330	7,880
		1,874	80,150	561,936	26,180	6,900	677,040	626,280
Governance costs		-	726	6,174	-	(6,900)		
Support Costs		-	2,756	23,424	(26,180)	-		
Total 2024		1,874	83,632	591,534	-	-	677,040	
Total 2023		4,564	77,835	543,881	-	-		626,280

Usage cost is allocated based on staff time spent on a fund. Direct costs have been allocated based on actual time spent on the activities. All of the expenditure was unrestricted (2023: all unrestricted).

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

6. Net income / (expenditure) for the year

	2024	2023
	£	£
Depreciation	20,738	23,605
Auditors' remuneration	5,750	5,500

7. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2024	2023
	£	£
Salaries and wages	339,728	312,419
Social security costs	26,255	25,467
Employer's pension contributions	10,149	12,320
Total	<u>376,132</u>	<u>350,206</u>

The following number of employees received employee benefits (excluding employer pension and national insurance) during the year between:

	2024	2023
	£	£
£60,000 - £69,999	-	1
£70,000 - £79,999	1	-

The total employee benefits including pension contributions of the key management personnel were £86,837 (2023: £75,234). The average number of employees during the period was 17 (2023: 16).

8. Trustee remuneration & related party transactions

One of the trustees Robert Jones received remuneration of £74,766 (2023: £64,161) for the services provided as an operational director. The charity paid £3,009 (2023: £3,082) pension contributions for Robert Jones during the year. No other member of the management committee received any remuneration during the year.

No trustee or other person related to the charitable company has any personal interest in any contract or transaction entered into by the charitable company during the year (2023 - none).

There were no other related party transactions during the year (2023: none).

9. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

10. Tangible fixed assets

	Freehold Property £	Caravan £	Fixtures, Fittings and Equipment £	IT Equipment £	Total £
Cost					
Cost brought forward	545,645	38,299	7,548	2,459	593,951
Additions	-	-	-	-	-
Cost carried forward	545,645	38,299	7,548	2,459	593,951
Depreciation					
Depreciation brought forward	141,869	9,575	1,887	1,230	154,561
Charge for the year	10,913	7,181	1,415	1,229	20,738
Depreciation carried forward	152,782	16,756	3,302	2,459	175,299
Net book value carried forward	392,863	21,543	4,246	-	418,652
Net book value brought forward	403,776	28,724	5,661	1,229	439,390

11. Debtors

	2024 £	2023 £
Fee income receivable	157,600	-
Other debtors	10	-
	157,610	-

12. Creditors: Amounts falling due within one year

	2024 £	2023 £
Bank loans and overdrafts	26,214	26,214
Other creditors	4,219	13,960
Accruals	7,960	7,708
Social security	8,129	8,562
	46,522	56,444

13. Creditors: Amounts falling due over one year

	2024 £	2023 £
Bank loans	204,699	219,105
	204,699	219,105

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

14. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Tangible fixed assets	418,652	-	418,652	439,390
Current assets	304,328	-	304,328	351,715
Current liabilities	(46,522)	-	(46,522)	(56,444)
Non-current liabilities	(204,699)	-	(204,699)	(219,105)
Net assets at the year end	471,759	-	471,759	515,556

15. Movements in funds

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	515,556	633,243	(677,040)	-	471,759
Total unrestricted funds	515,556	633,243	(677,040)	-	471,759
Total funds	515,556	633,243	(677,040)	-	471,759

16. Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2024	2023
	£	£
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	(43,797)	14,766
Depreciation	20,738	23,605
Interest, rent and dividends from investments	(944)	(277)
(Increase)/ decrease in debtors	(157,610)	112,500
Increase/ (decrease) in creditors	(9,922)	13,704
Net cash provided by / (used in) operating activities	(191,535)	164,298

17. Analysis of cash and cash equivalents

	At the beginning of the year	Cash flows	At the end of the year
	£	£	£
Cash at bank and in hand	351,715	(204,997)	146,718
Total cash and cash equivalents	351,715	(204,997)	146,718

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

18. Previous reporting period information

18a. Analysis of expenditure of the previous reporting period

	Basis of allocation	Fundraising	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2023 Total £
Salaries and NI	Direct	-	52,531	280,165	17,510	-	350,206
Activities Costs	Usage	-	481	2,566	161	-	3,208
Agency staff	Direct	-	-	119,189	-	-	119,189
Audit Fees	Usage	-	-	-	-	6,648	6,648
Bank Charges and Loan Interest	Usage	-	2,276	12,141	759	-	15,176
Bookkeeping and Payroll Services	Usage	-	225	1,200	75	-	1,500
Charitable donations	Direct	-	150	-	-	-	150
Cleaning, Maintenance and storage	Usage	-	3,813	20,337	1,271	-	25,421
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-
Computer running and software costs	Usage	-	1,048	5,588	349	-	6,985
Depreciation	Usage	-	3,541	18,884	1,180	-	23,605
Equipment Hire and Rental	Usage	-	631	3,367	211	-	4,209
Fundraising costs	Direct	-	-	-	-	-	-
General Expenses	Usage	-	366	1,951	122	-	2,439
Heat, Light and Power	Usage	-	1,851	9,870	617	-	12,338
Holiday Home Operating Costs	Direct	4,564	-	-	-	-	4,564
Legal and professional fees	Usage	-	-	-	-	-	-
Insurance	Usage	-	518	2,760	172	-	3,450
Printing, Postage and Stationery	Usage	-	296	1,576	98	-	1,970
Regulatory Visits and fees	Direct	-	982	5,240	-	-	6,222
Rates	Usage	-	399	2,126	132	-	2,657
Staff Welfare, training and recruitment	Usage	-	789	4,210	264	-	5,263
Telephone, Fax and Internet	Usage	-	3,068	16,363	1,023	-	20,454
Travelling, Motor Expenses and Fuel	Usage	-	412	2,197	137	-	2,746
Trustees Expenses	Usage	-	-	-	-	-	-
Website costs	Usage	-	1,182	6,304	394	-	7,880
		4,564	74,559	516,034	24,475	6,648	626,280
Governance costs		-	700	5,948	-	(6,648)	-
Support Costs		-	2,576	21,899	(24,475)	-	-
Total 2023		4,564	77,835	543,881	-	-	626,280

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2024

18b. Analysis of net assets between funds of the previous reporting period

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Tangible fixed assets	439,390	-	439,390
Current assets	351,715	-	351,715
Current liabilities	(56,444)	-	(56,444)
Non-current liabilities	(219,105)	-	(219,105)
Net assets at the year end	515,556	-	515,556

18c. Details of movements in funds during the previous reporting period

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	500,790	641,046	(626,280)	-	515,556
Total unrestricted funds	500,790	641,046	(626,280)	-	515,556
Total funds	500,790	641,046	(626,280)	-	515,556

RAVENSBORNE PROJECT

England & Wales - Charity number 1056481

Accounts

Registered Number: 3181695 (England & Wales)

***RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)***



***Financial Statements
for the year ended 31 March 2023***

RAVENSBOURNE PROJECT
(company Limited by guarantee)

Index to the Financial Statements
for the year ended 31 March 2023

	Page
Legal and Administrative Details	1
Trustees' Report	2
Auditors' Report	9
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Legal and Administrative Details

Ravensbourne Project Limited is a registered charity, number 1056481, and company limited by guarantee, number 3181695. The liability of each director is limited to £1 in the event of the company being wound up.

Trustees/Directors	Henri Webb (Chair) Jacqueline Paschoud (Vice Chair) Robert Jones (Operational Director) Joseph Burchell (Fundraising) Cassim Bakharia (Education)
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Secretary:	Robert Jones
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Operational Team:	
Operational Director	Robert Jones
Registered Manager	Sharon Edwards
Dupty Manager	Siobhann Brady
Lead Children's Practitioner	Caren Lewis

Registered Office	4 Crantock Road Catford London SE6 2QT
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Principal Bank	Lloyds Plc. 9 Market Square Bromley Kent BR1 1ND
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Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
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Registered Charity Number	1056481
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Company Number	3181695
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Ofsted Registered Number	1257289
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Ofsted Rating	Good
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RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2023

Chair's Report:

Ravensbourne Project Chair Report: Year in Review and Future Plans

Dear All

I hope this message finds you well. As we reflect on the challenges and triumphs of the past year, I am pleased to present the annual report on behalf of the Ravensbourne Project. This year has undoubtedly been one of the most challenging, and I want to express my heartfelt gratitude to our dedicated staff team for their unwavering commitment and hard work during these difficult times returning to normal after the pandemic.



Child/Young Person-Centered Mission: Our primary mission throughout the year has been to remain child/young person-centred particularly given the unique challenges presented by the pandemic over the last few years. Despite the obstacles, our commitment to supporting families living with complex needs has been unwavering. We have worked closely with the local authority to provide timely and appropriate support, either in person or through telephone communication. The collaborative effort between our team and the families we support has allowed us to continue providing essential services throughout the year.

Adapting to Changing Regulations: The year brought about numerous obstacles and barriers, with changing regulations and guidance adding complexity to our work. Despite these challenges, the dedication of both our staff and the families we serve has been instrumental in overcoming these hurdles. I want to express sincere thanks to everyone involved for their continued support and understanding during these unprecedented times.

Building on Current Services and Exploring New Avenues: Looking ahead to the coming year, my fellow trustees and I are enthusiastic about building on our current services. We are actively exploring new areas of support to meet the evolving needs of our growing community. One notable initiative is our investigation into the possibility of expanding our charity to support young adults aged 18 and above. We are currently in talks with the local authority regarding appropriate accommodation in the SE London area. I eagerly anticipate providing updates on this development in the next annual report.

Appreciation for Trustees, Organizations, and Community Groups: I want to extend a special thank you to my fellow trustees, whose voluntary dedication has been instrumental in establishing the Ravensbourne Project as a centre of excellence over the years. Additionally, I express gratitude to all the organizations and community groups that have supported us throughout the year. Your collaboration has been invaluable, and we look forward to continuing these partnerships in the future.

In closing, I am filled with gratitude for the collective efforts that have allowed the Ravensbourne Project to endure and even thrive during these challenging times. Your ongoing support is crucial, and we are excited about the opportunities that the future holds for our organization.

Yours sincerely
Henri Webb (Chair of Trustees)

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2023

Introduction:

The Ravensbourne Project is a charitable company limited by guarantee incorporated on 28 March 1996 and registered as a Charity on the same date.

The organisation originates from three well respected charities, the Ravensbourne Toy and Equipment Library, Ravensbourne Link, and the Handen Road Toy Library which together have been established in the London Borough of Lewisham since 1976.

Throughout this time our purpose is to provide services to carers of disabled children and young people that are responsive to their need.

Services:

Day-Care:

Saturday & Sundays weekly 09:00 to 16:00

School Holidays: Monday to Friday 09:00 to 16:00

Overnight Service:

Friday & Saturday 16:00 to 15:30

School Holidays: Monday to Friday 16:00 to 15:30

Parent Support: Monday to Thursday 10:30 to 14:30

Ravensbourne Foundation Training: Monday to Friday 09:00 to 17:00

We offer a wide range of activities within the house and community

Arts & Crafts, Cooking, Computers and iPad's, Group games, Sports, Life skills and many other activities that the children have requested. all the children have their own activity plan that they have created with the support of the staff.

Booking a service

Parents access the services at the Ravensbourne Project in a planned way. This depends on the outcome of assessment of their needs for short breaks service Lewisham.

They can book a short break once or twice a month at weekends throughout the year. During the school holidays families use the service between one and three times a week depending on their service points. All our opening dates for the year are published in advance on our web site.

Objectives Aims & Activities:

- ***To support the children young people families within their community***
- ***To support Children Young people to access activities that would not normally be available to them.***
- ***To support children young people to build and develop lifelong friendships and relationships.***
- ***To Offer free training to Parents and Families***
- ***To support families during times of crises.***
- ***To Support the children and families during the transition periods.***

Report of the Executive Committee for the Year Ended 31 March 2023

- **To support the Local Authority and other Organisations with their training needs of the staff.**

Together with families we will have the highest ambition for all Our children and young people. And we will make a positive difference to the lives of children and young people

Our Vision:

Our vision is to work in partnership with families of the children/young people to support them in developing services to meet the needs of the children, young people and their families. Ravensbourne is looking to the future and establishing services that can develop with the children and young people to ensure that the organisation is growing and to developing with the children young people we already support, and are working closely with the local authority and other organisations to ensure we are meeting the needs of the children young people of the future.

Feedback from Parents:

“The staff are always welcoming; I know my son is safe when he is there. This allows me to spend time with my other children on weekends”.

“My Daughter is very isolated due to her complex needs (Challenging behaviour) the staff work with her to support her to control her behaviours. I can always talk to someone at the house if I feel things are getting out of control”.

“After one of the open days, I was surprised how much work goes on planning for our children”

“Since joining the Parents group, I have made new friends with parents that are facing the same challenges in life”

“The Training has really helped me to understand some of my child’s behaviours”.

“I was having difficulty filling in the paperwork for my son. The staff spent time supporting me to understand what I need to do”.

Staffing and Recruitment:

The staff team are made up of qualified staff from NVQ2 to Diploma level 5 in children & young people. All services are overseen by the Business Manager, who is employed on a fulltime basis. All departments have an allocated Manager and senior support workers.

Ravensbourne Project recruitment is in-line (Ofsted Safe Recruitment) staff fulltime or sessional must meet minimum recruitment standards.

Ravensbourne Project carries out yearly DBS on all staff.

Training and professional development

Training and professional development is one of the key elements to effective practice and effective practice requires committed, enthusiastic and reflective staff with a breadth and depth of knowledge, skills and understanding. We encourage our staff to use their own learning to improve their work with our service users in ways that are sensitive, positive and non-judgemental.

Through initial and on-going training, we strive to continuously improve our relationships with all our service users. Service users are identified as:

- ~ the young people,
- ~ their parents and carers,
- ~ the wider community
- ~ other professionals within and beyond our service.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2023

Volunteers and work experience

The Ravensbourne Project offer opportunities for volunteers and work experience. We have a volunteer policy and believe that volunteers play a role in assisting us to deliver services and increase our capacity by bringing their skills and local knowledge to us.

Accommodation:

4 Crantock Road is a converted and extended family home set over two floors. On the ground floor there is a sitting room, a dining room, a sensory room, an art activity room and a main office. There is also a kitchen, a laundry, two toilets, and a wet room which is end-suite to the downstairs bedroom.

On the first floor, which can be reached by stairs or lift, the accommodation has been split. On one side there are two bathrooms, one fitted with a "wash and dry" toilet and a specially adapted bath and two bedrooms, and on the other side two single bedrooms.

A hearing loop system has been installed throughout. All the principal rooms have overhead tracks and portable carriages and other rooms have use of the mobile hoist, thus enabling our wheelchair users to be moved with safety and in comfort.

Governing Document

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.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. They 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 selected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Directors may appoint a person who is willing to act as a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles. A Director so appointed shall hold office only until the next following Annual General Meeting and shall not be taken into account in determining Directors who are to retire by rotation.

The traditional business and medical skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update each year). In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Management Committee.

The Management Committee aims to reflect the diverse community with which we work and we welcome applications from all sections of society who have the appropriate skills and experience, but particularly from those communities that are currently under represented. Due to the nature of the organisation much of the charity's work inevitably focuses upon supporting parents/carers of disabled children and young people and the needs of the children and young people themselves.

The charity has through its networks sought to identify parent/carers who would be willing to become members of the management committee and use their own experience to assist the charity in its work.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2023

The committee members are sought with a range of backgrounds, fundraising, corporate charity legal/administration, management in the voluntary sector, strategic development, Social Health and Care, education, disability, and Human Resources. Information about becoming a Trustee is to be found on the website: www.ravensbourneproject.org.uk

Organisational Structure

The Ravensbourne Project has a Board of Trustees of up to nine members who meet at a minimum, quarterly and are responsible for the strategic direction and policy of the charity.

At present the Committee has 4 members from a variety of professional backgrounds relevant the work of the charity. The Operational Director acts as the Company Secretary and sits on the Committee but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rest with the Operational Director.

To facilitate effective operations, the Operational Director has delegated authority approved by the trustees for operational matters including finance, recruitment; short breaks related activity, individual supervision of the staff team and ensuring that the staff teams continue to develop their skills and keep up to date with the latest developments in good working practices.

In addition, the Operational Director is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met.

Financial Review

It has been another stable year in respect of service delivery by the Ravensbourne Project following the previous year's rationalisation of service.

The Project's financial strategy over the past few years has been to invest in staff responsible for direct delivery of services whilst keeping investment in administrative and managerial staff to a minimum. Our objective being to generate a modest profit and establish a balance sheet strong enough to support future investment and a reserve fund approximately equivalent to six months of the Project's running costs.

This objective has now been achieved and the Project's strategy for future years is to invest in delivery, administrative and managerial staff to facilitate enhanced delivery, and diversification of services and increased administrative efficiency.

The Project was able to deliver a positive financial return in the year, due to the prudent financial management of costs, both staff and overheads, allied to support from all service delivery staff.

Principal Revenue and Funding Sources

The Ravensbourne Project continues to generate revenues and to be funded by a number of sources. Revenue for services provided generated by charging the London Borough of Lewisham for both Daycare and Overnight services.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2023

Investment Policy

The funds received by the Project are used short term to provide services resulting in a relatively modest amount available for medium or longer-term investment. Short term surplus funds were placed in a high interest deposit account until required. The continuing improvement to cash flow and an increasing reserve balance may allow a diversification of investment decisions and this matter is under constant review by the Board and management of the Project.

Reserves Policy

The Project has achieved the objective of establishing a reserve fund approximating to six months of the Ravensbourne Project's running costs. The Project will continue to endeavour to operate at a profit to enable future investment into staff and improved services.

Planning for the future

In so far as it is complimentary to the charity objects, the charity is guided by both local and national policy. All services run by the Ravensbourne Project are run within the legal frameworks describe under each service heading.

The Board remains committed to the provision of short breaks for the families of disabled children and will continue to seek new forms of funding to facilitate the growth and development evident over the past years.

Responsibilities of the Management Committee

The trustees (who are also directors of Ravensbourne Project for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 the group] and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2023

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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, Charities and Public Benefit.

Auditors:

Goldwins Limited Chartered Accountants and Registered Auditor will be proposed for appointment in accordance with Section 485 of the Companies Act 2006.

Approved by the Management Committee on 8th December 2023 and signed on its behalf by:



Henrii Webb (Chair)

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

Opinion

We have audited the financial statements of Ravensbourne Project (the 'Charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows 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 Charity's affairs as at 31 March 2023 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 Charity 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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

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 (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

Our 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 extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

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 for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity'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 Charity'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 Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton

**Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG**

11 December 2023

Ravensbourne Project
(A Company Limited by Guarantee)

Statement of Financial Activities (Incorporating an Income and Expenditure Account)

For the Year Ended 31 March 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income from:					
Donations		807	-	807	9,494
Charitable activities	3	639,962	-	639,962	630,000
Investment income	4	277	-	277	14
Total income		641,046	-	641,046	639,508
Expenditure on:					
Fundraising		4,564	-	4,564	1,106
Charitable activities	5	621,716	-	621,716	578,377
Total expenditure		626,280	-	626,280	579,483
Net income for the year	6	14,766	-	14,766	60,025
Transfers between funds		-	-	-	-
Net movement in funds		14,766	-	14,766	60,025
Reconciliation of funds:					
Total funds brought forward	15	500,790	-	500,790	440,765
Total funds carried forward		515,556	-	515,556	500,790

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Balance Sheet

As at 31 March 2023

	Notes	£	2023 £	£	2022 £
Fixed Assets:					
Tangible assets	10		439,390		414,689
Current Assets:					
Debtors	11	-		112,500	
Cash at bank and in hand		351,715		248,091	
		351,715		360,591	
Liabilities:					
Creditors: amounts falling due within one year	12	(56,444)		(42,740)	
Net Current Assets			295,271		317,851
Creditors: amounts falling due after one year	13		(219,105)		(231,750)
Total net Assets			515,556		500,790
Funds:					
Unrestricted funds	15		515,556		500,790
Restricted funds			-		-
Total Funds			515,556		500,790

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

Approved by the trustees on 8th December 2023 and signed on its behalf by:



Henrii Webb
Trustee

Company Registration No. 3181695

The attached notes form part of the financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 March 2023

	Note	2023 £	2023 £	2022 £	2022 £
Cash flows from operating activities:					
Net cash provided by / (used in) operating activities	16		164,298		114,238
Cash flows from investing activities:					
(Purchase) of fixed assets		(48,306)		-	
Cash (used in) investing activities			(48,029)		-
Cash flows from financing activities:					
Repayments of borrowing		(12,645)		(15,373)	
Cash (used in) financing activities			(12,645)		(15,373)
Change in cash and cash equivalents in the year			103,624		98,865
Cash and cash equivalents at the beginning of the year			248,091		149,226
Cash and cash equivalents at the end of the year	17		<u>351,715</u>		<u>248,091</u>

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2023

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – Charities SORP (FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) 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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

d) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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.

1. Accounting policies (continued)

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charitable company and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charitable company but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's programmes and activities. These costs have been allocated to expenditure on charitable activities.

i) Fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold property	over 50 years
Motor Vehicles	25% reducing balance method
Caravan	25% reducing balance method
IT Equipment	Over 2 years.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2023

2. Detailed comparatives for the statement of financial activities

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Income from:			
Donations	9,494	-	9,494
Charitable activities	630,000	-	630,000
Other income	14	-	14
Total income	639,508	-	639,508
Expenditure on:			
Fundraising	1,106	-	1,106
Charitable activities	578,377	-	578,377
Total expenditure	579,483	-	579,483
Net income / (expenditure) for the year	60,025	-	60,025
Transfers between funds	-	-	-
Net movement in funds	60,025	-	60,025
Reconciliation of funds:			
Total funds brought forward	440,765	-	440,765
Total funds carried forward	500,790	-	500,790

3. Income from charitable activities

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
L B Lewisham - Day Respite - Overnights, Weekends and Holidays	638,982	-	638,982	630,000
Holiday Caravan rental income	980	-	980	-
	639,962	-	639,962	630,000

4. Investment income

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Bank interest	277	-	277	14
	277	-	277	14

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

5. Analysis of expenditure

	Basis of allocation	Fundraising	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2023 Total £	2022 Total £
Salaries and NI	Direct	-	52,531	280,165	17,510	-	350,206	332,672
Activities Costs	Usage	-	481	2,566	161	-	3,208	4,398
Agency staff	Direct	-	-	119,189	-	-	119,189	118,152
Audit Fees	Usage	-	-	-	-	6,648	6,648	6,315
Bank Charges and Loan Interest	Usage	-	2,276	12,141	759	-	15,176	12,525
Bookkeeping and Payroll Services	Usage	-	225	1,200	75	-	1,500	2,000
Charitable donations	Direct	-	150	-	-	-	150	-
Cleaning, Maintenance and storage	Usage	-	3,813	20,337	1,271	-	25,421	27,760
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-	-
Computer running and software costs	Usage	-	1,048	5,588	349	-	6,985	9,302
Depreciation	Usage	-	3,541	18,884	1,180	-	23,605	10,913
Equipment Hire and Rental	Usage	-	631	3,367	211	-	4,209	4,369
Fundraising costs	Direct	-	-	-	-	-	-	1,106
General Expenses	Usage	-	366	1,951	122	-	2,439	3,616
Heat, Light and Power	Usage	-	1,851	9,870	617	-	12,338	5,943
Holiday Home Operating Costs	Direct	4,564	-	-	-	-	4,564	-
Legal and professional fees	Usage	-	-	-	-	-	-	150
Insurance	Usage	-	518	2,760	172	-	3,450	3,240
Printing, Postage and Stationery	Usage	-	296	1,576	98	-	1,970	1,429
Regulatory Visits and fees	Direct	-	982	5,240	-	-	6,222	7,052
Rates	Usage	-	399	2,126	132	-	2,657	1,162
Staff Welfare, training and recruitment	Usage	-	789	4,210	264	-	5,263	10,554
Telephone, Fax and Internet	Usage	-	3,068	16,363	1,023	-	20,454	14,667
Travelling, Motor Expenses and Fuel	Usage	-	412	2,197	137	-	2,746	2,018
Trustees Expenses	Usage	-	-	-	-	-	-	140
Website costs	Usage	-	1,182	6,304	394	-	7,880	-
		4,564	74,559	516,034	24,475	6,648	626,280	579,483
Governance costs		-	700	5,948	-	(6,648)		
Support Costs		-	2,576	21,899	(24,475)	-		
Total 2023		4,564	77,835	543,881	-	-	626,280	
Total 2022		1,106	71,158	507,219	-	-		579,483

Usage cost is allocated based on staff time spent on a fund. Direct costs have been allocated based on actual time spent on the activities. All of the expenditure was unrestricted (2021: all unrestricted).

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

6. Net income / (expenditure) for the year

	2023	2022
	£	£
Depreciation	23,605	10,913
Auditors' remuneration	5,540	5,221

7. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2023	2022
	£	£
Salaries and wages	312,419	293,050
Social security costs	25,467	26,036
Employer's pension contributions	12,320	13,586
Total	<u>350,206</u>	<u>332,672</u>

The following number of employees received employee benefits (excluding employer pension and national insurance) during the year between:

	2023	2022
	£	£
£60,000 - £69,999	1	-
£70,000 - £79,999	-	1

The total employee benefits including pension contributions of the key management personnel were £75,234 (2022: £81,789). The average number of employees during the period was 16 (2022: 11).

8. Trustee remuneration & related party transactions

One of the trustees Robert Jones received remuneration of £64,161 (2022: £70,411) for the services provided as an operational director. The charity paid £3,082 (2022: £3,080) pension contributions for Robert Jones during the year. No other member of the management committee received any remuneration during the year.

No trustee or other person related to the charitable company has any personal interest in any contract or transaction entered into by the charitable company during the year (2022 - none).

There were no other related party transactions during the year (2022: none).

9. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

10. Tangible fixed assets

	Freehold Property £	Caravan £	Fixtures, Fittings and Equipment £	IT Equipment £	Total £
Cost					
Cost brought forward	545,645	-	-	-	545,645
Additions	-	38,299	7,548	2,459	48,306
Cost carried forward	545,645	38,299	7,548	2,459	593,951
Depreciation					
Depreciation brought forward	130,956	-	-	-	130,956
Charge for the year	10,913	9,575	1,887	1,230	23,605
Depreciation carried forward	141,869	9,575	1,887	1,230	154,561
Net book value carried forward	403,776	28,724	5,661	1,229	439,390
Net book value brought forward	414,689	-	-	-	414,689

11. Debtors

	2023 £	2022 £
Fee income receivable	-	112,500
	-	112,500

12. Creditors: Amounts falling due within one year

	2023 £	2022 £
Bank loans and overdrafts	26,214	26,214
Other creditors	13,960	6,238
Accruals	7,708	9,985
Social security	8,562	303
	56,444	42,740

13. Creditors: Amounts falling due over one year

	2023 £	2022 £
Bank loans	219,105	231,750
	219,105	231,750

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

14. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Tangible fixed assets	439,390	-	439,390	414,689
Current assets	351,715	-	351,715	360,591
Current liabilities	(56,444)	-	(56,444)	(42,740)
Non-current liabilities	(219,105)	-	(219,105)	(231,750)
Net assets at the year end	515,556	-	515,556	500,790

15. Movements in funds

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	500,790	641,046	(626,280)	-	515,556
Total unrestricted funds	500,790	641,046	(626,280)	-	515,556
Total funds	500,790	641,046	(626,280)	-	515,556

16. Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2023	2022
	£	£
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	14,766	60,025
Depreciation	23,605	10,913
(Increase)/ decrease in debtors	112,500	45,000
Increase/ (decrease) in creditors	13,704	(1,700)
Net cash provided by / (used in) operating activities	164,298	114,238

17. Analysis of cash and cash equivalents

	At the beginning of the year	Cash flows	At the end of the year
	£	£	£
Cash at bank and in hand	248,091	103,624	351,715
Total cash and cash equivalents	248,091	103,624	351,715

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

18. Previous reporting period information

18a. Analysis of expenditure of the previous reporting period

	Basis of allocation	Fundraising	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2022 Total £
Salaries and NI	Direct	-	49,901	266,138	16,633	-	332,672
Activities Costs	Usage	-	660	3,518	220	-	4,398
Agency staff	Direct	-	-	118,152	-	-	118,152
Audit Fees	Usage	-	-	-	-	6,315	6,315
Bank Charges and Loan Interest	Usage	-	1,879	10,020	626	-	12,525
Bookkeeping and Payroll Services	Usage	-	300	1,600	100	-	2,000
Cleaning, Maintenance and storage	Usage	-	4,164	22,208	1,388	-	27,760
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-
Computer running and software costs	Usage	-	1,395	7,442	465	-	9,302
Depreciation	Usage	-	1,637	8,730	546	-	10,913
Equipment Hire and Rental	Usage	-	655	3,495	219	-	4,369
Fundraising costs	Direct	1,106	-	-	-	-	1,106
General Expenses	Usage	-	542	2,893	181	-	3,616
Heat, Light and Power	Usage	-	891	4,754	298	-	5,943
Legal and professional fees	Usage	-	23	120	7	-	150
Insurance	Usage	-	486	2,592	162	-	3,240
Printing, Postage and Stationery	Usage	-	214	1,143	72	-	1,429
Regulatory Visits and fees	Direct	-	1,113	5,939	-	-	7,052
Rates	Usage	-	174	930	58	-	1,162
Staff Welfare, training and recruitment	Usage	-	1,583	8,443	528	-	10,554
Telephone, Fax and Internet	Usage	-	2,200	11,734	733	-	14,667
Travelling, Motor Expenses and Fuel	Usage	-	303	1,614	101	-	2,018
Trustees Expenses	Usage	-	21	112	7	-	140
		1,106	68,141	481,577	22,344	6,315	579,483
Governance costs		-	665	5,650	-	(6,315)	
Support Costs		-	2,352	19,992	(22,344)	-	
Total 2022		1,106	71,158	507,219	-	-	579,483

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2023

18b. Analysis of net assets between funds of the previous reporting period

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Tangible fixed assets	414,689	-	414,689	425,602
Current assets	360,591	-	360,591	306,726
Current liabilities	(42,740)	-	(42,740)	(44,440)
Non-current liabilities	(231,750)	-	(231,750)	(247,123)
Net assets at the year end	<u>500,790</u>	<u>-</u>	<u>500,790</u>	<u>440,765</u>

18c. Details of movements in funds during the previous reporting period

	At the start of the year	Income	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	440,765	639,508	(579,483)	-	500,790
Total unrestricted funds	<u>440,765</u>	<u>639,508</u>	<u>(579,483)</u>	<u>-</u>	<u>500,790</u>
Total funds	<u>440,765</u>	<u>639,508</u>	<u>(579,483)</u>	<u>-</u>	<u>500,790</u>

RAVENSBORNE PROJECT

England & Wales - Charity number 1056481

Accounts

Registered Number: 3181695 (England & Wales)

***RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)***



***Financial Statements
for the year ended 31 March 2022***

RAVENSBOURNE PROJECT
(company Limited by guarantee)

Index to the Financial Statements
for the year ended 31 March 2022

	Page
Legal and Administrative Details	1
Trustees' Report	2
Auditors' Report	9
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Legal and Administrative Details

Ravensbourne Project Limited is a registered charity, number 1056481, and company limited by guarantee, number 3181695. The liability of each director is limited to £1 in the event of the company being wound up.

Trustees/Directors	Henri Webb (Chair) Jacqueline Paschoud (Vice Chair) Robert Jones (Operational Director) Joseph Burchell (Fundraising) Cassim Bakharia (Education)
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Secretary:	Robert Jones
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Operational Team:	
Operational Director	Robert Jones
Registered Manager	Sharon Edwards
Dupty Manager	Siobhann Brady
Lead Children's Practitioner	Caren Lewis

Registered Office	4 Crantock Road Catford London SE6 2QT
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Principal Bank	Lloyds Plc. 9 Market Square Bromley Kent BR1 1ND
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Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
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Registered Charity Number	1056481
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Company Number	3181695
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Ofsted Registered Number	1257289
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Ofsted Rating	Good
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RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2022

Chair's Report:

I would like to start this year's report by showing my appreciation to the staff team, who have worked tirelessly to ensure Ravensbourne Project could continue to support the families of Lewisham, during the pandemic over the last few years.



Our focus during the year, was to ensure that we could reach out to as many families as possible. Offering the children/young people the opportunity to continue to socialise with their friends during this difficult time. This involved us reviewing the premises and working with the staff and families on how changes could be made. Working with everyone, we came to the decision that our focus would be on ways we could make the outside space user friendly all year round for all the children/young people. This was completed at the beginning of the year. The old Astro turf was replaced with artificial lawn, and a new garden room and a grow and eat garden area was created to give the children/young people new experiences.

Ravensbourne Project has continued to work closely with other organisations. Whose focus is on new ways to make services more inclusive for children and families living with complex needs. For the last 9 years I have been a trustee for the Brent Knoll & Watergate Trust. In 2021 my time as Ravensbourne Project's representative ended. Robert Jones operational director has now been appointed as a trustee in my place. I wish him and the trust every success moving forward. I am sure that Ravensbourne Project will continue to work closely with the trust to look at new services to meet the needs of the children/young people.

The Board is always looking to the future. And how we can work harder to meet the needs of children and families living with complex needs. This will include the wider community as well as the Ravensbourne Project families. It has been agreed to form a new arm of Ravensbourne Project in 2022. (Ravensbourne Project Holidays) The aim of this, is to offer free, or subsidised breaks to families and the wider community that would benefit from time away from home. Many of the families we support have never been able to take a break. This could be due to financial restrictions or the needs of the child/children. We are aiming to offer 36 families this opportunity in the coming year. And I look forward to updating you on our progress in my next report.

In closing I would like to give a special thank you to my fellow trustees who give their time freely to support Ravensbourne Project to be a centre of excellence over the years. I would like to thank all the organisations and community groups that have supported us during the year.

Yours sincerely
Henri Webb (Chair of Trustees)

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2022

Introduction:

The Ravensbourne Project is a charitable company limited by guarantee incorporated on 28 March 1996 and registered as a Charity on the same date.

The organisation originates from three well respected charities, the Ravensbourne Toy and Equipment Library, Ravensbourne Link, and the Handen Road Toy Library which together have been established in the London Borough of Lewisham since 1976.

Throughout this time our purpose is to provide services to carers of disabled children and young people that are responsive to their need.

Services:

Day-Care:

Saturday & Sundays weekly 09:00 to 16:00

School Holidays: Monday to Friday 09:00 to 16:00

Overnight Service:

Friday & Saturday 16:00 to 15:30

School Holidays: Monday to Friday 16:00 to 15:30

Parent Support: Monday to Thursday 10:30 to 14:30

Ravensbourne Foundation Training: Monday to Friday 09:00 to 17:00

We offer a wide range of activities within the house and community

Arts & Crafts, Cooking, Computers and iPad's, Group games, Sports, Life skills and many other activities that the children have requested. all the children have their own activity plan that they have created with the support of the staff.

Booking a service

Parents access the services at the Ravensbourne Project in a planned way. This depends on the outcome of assessment of their needs for short breaks service Lewisham.

They can book a short break once or twice a month at weekends throughout the year. During the school holidays families use the service between one and three times a week depending on their service points. All our opening dates for the year are published in advance on our web site.

Objectives Aims & Activities:

- ***To support the children young people families within their community***
- ***To support Children Young people to access activities that would not normally be available to them.***
- ***To support children young people to build and develop lifelong friendships and relationships.***
- ***To Offer free training to Parents and Families***
- ***To support families during times of crises.***
- ***To Support the children and families during the transition periods.***

- **To support the Local Authority and other Organisations with their training needs of the staff.**

Together with families we will have the highest ambition for all Our children and young people. And we will make a positive difference to the lives of children and young people

Our Vision:

Our vision is to work in partnership with families of the children/young people to support them in developing services to meet the needs of the children, young people and their families. Ravensbourne is looking to the future and establishing services that can develop with the children and young people to ensure that the organisation is growing and to developing with the children young people we already support, and are working closely with the local authority and other organisations to ensure we are meeting the needs of the children young people of the future.

Feedback from Parents:

“The staff are always welcoming; I know my son is safe when he is there. This allows me to spend time with my other children on weekends”.

“My Daughter is very isolated due to her complex needs (Challenging behaviour) the staff work with her to support her to control her behaviours. I can always talk to someone at the house if I feel things are getting out of control”.

“After one of the open days, I was surprised how much work goes on planning for our children”

“Since joining the Parents group, I have made new friends with parents that are facing the same challenges in life”

“The Training has really helped me to understand some of my child’s behaviours”.

“I was having difficulty filling in the paperwork for my son. The staff spent time supporting me to understand what I need to do”.

Staffing and Recruitment:

The staff team are made up of qualified staff from NVQ2 to Diploma level 5 in children & young people. All services are overseen by the Business Manager, who is employed on a fulltime basis. All departments have an allocated Manager and senior support workers.

Ravensbourne Project recruitment is in-line (Ofsted Safe Recruitment) staff fulltime or sessional must meet minimum recruitment standards.

Ravensbourne Project carries out yearly DBS on all staff.

Training and professional development

Training and professional development is one of the key elements to effective practice and effective practice requires committed, enthusiastic and reflective staff with a breadth and depth of knowledge, skills and understanding. We encourage our staff to use their own learning to improve their work with our service users in ways that are sensitive, positive and non-judgemental.

Through initial and on-going training, we strive to continuously improve our relationships with all our service users. Service users are identified as:

- ~ the young people,
- ~ their parents and carers,
- ~ the wider community
- ~ other professionals within and beyond our service.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2022

Volunteers and work experience

The Ravensbourne Project offer opportunities for volunteers and work experience. We have a volunteer policy and believe that volunteers play a role in assisting us to deliver services and increase our capacity by bringing their skills and local knowledge to us.

Accommodation:

4 Crantock Road is a converted and extended family home set over two floors. On the ground floor there is a sitting room, a dining room, a sensory room, an art activity room and a main office. There is also a kitchen, a laundry, two toilets, and a wet room which is end-suite to the downstairs bedroom.

On the first floor, which can be reached by stairs or lift, the accommodation has been split. On one side there are two bathrooms, one fitted with a "wash and dry" toilet and a specially adapted bath and two bedrooms, and on the other side two single bedrooms.

A hearing loop system has been installed throughout. All the principal rooms have overhead tracks and portable carriages and other rooms have use of the mobile hoist, thus enabling our wheelchair users to be moved with safety and in comfort.

Governing Document

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.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. They 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 selected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Directors may appoint a person who is willing to act as a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles. A Director so appointed shall hold office only until the next following Annual General Meeting and shall not be taken into account in determining Directors who are to retire by rotation.

The traditional business and medical skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update each year). In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Management Committee.

The Management Committee aims to reflect the diverse community with which we work and we welcome applications from all sections of society who have the appropriate skills and experience, but particularly from those communities that are currently under represented. Due to the nature of the organisation much of the charity's work inevitably focuses upon supporting parents/carers of disabled children and young people and the needs of the children and young people themselves.

The charity has through its networks sought to identify parent/carers who would be willing to become members of the management committee and use their own experience to assist the charity in its work.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2022

The committee members are sought with a range of backgrounds, fundraising, corporate charity legal/administration, management in the voluntary sector, strategic development, Social Health and Care, education, disability, and Human Resources. Information about becoming a Trustee is to be found on the website: www.ravensbourneproject.org.uk

Organisational Structure

The Ravensbourne Project has a Board of Trustees of up to nine members who meet at a minimum, quarterly and are responsible for the strategic direction and policy of the charity.

At present the Committee has 4 members from a variety of professional backgrounds relevant the work of the charity. The Operational Director acts as the Company Secretary and sits on the Committee but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rest with the Operational Director.

To facilitate effective operations, the Operational Director has delegated authority approved by the trustees for operational matters including finance, recruitment; short breaks related activity, individual supervision of the staff team and ensuring that the staff teams continue to develop their skills and keep up to date with the latest developments in good working practices.

In addition, the Operational Director is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met.

Financial Review

It has been another stable year in respect of service delivery by the Ravensbourne Project following the previous year's rationalisation of service.

The Project's financial strategy over the past few years has been to invest in staff responsible for direct delivery of services whilst keeping investment in administrative and managerial staff to a minimum. Our objective being to generate a modest profit and establish a balance sheet strong enough to support future investment and a reserve fund approximately equivalent to six months of the Project's running costs.

This objective has now been achieved and the Project's strategy for future years is to invest in delivery, administrative and managerial staff to facilitate enhanced delivery, and diversification of services and increased administrative efficiency.

The Project was able to deliver a positive financial return in the year, due to the prudent financial management of costs, both staff and overheads, allied to support from all service delivery staff.

Principal Revenue and Funding Sources

The Ravensbourne Project continues to generate revenues and to be funded by a number of sources. Revenue for services provided generated by charging the London Borough of Lewisham for both Daycare and Overnight services.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2022

Investment Policy

The funds received by the Project are used short term to provide services resulting in a relatively modest amount available for medium or longer-term investment. Short term surplus funds were placed in a high interest deposit account until required. The continuing improvement to cash flow and an increasing reserve balance may allow a diversification of investment decisions and this matter is under constant review by the Board and management of the Project.

Reserves Policy

The Project has achieved the objective of establishing a reserve fund approximating to six months of the Ravensbourne Project's running costs. The Project will continue to endeavour to operate at a profit to enable future investment into staff and improved services.

Planning for the future

In so far as it is complimentary to the charity objects, the charity is guided by both local and national policy. All services run by the Ravensbourne Project are run within the legal frameworks describe under each service heading.

The Board remains committed to the provision of short breaks for the families of disabled children and will continue to seek new forms of funding to facilitate the growth and development evident over the past years.

Responsibilities of the Management Committee

The trustees (who are also directors of Ravensbourne Project for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 the group] and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2022

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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, Charities and Public Benefit.

Auditors:

Goldwins Limited Chartered Accountants and Registered Auditor will be proposed for appointment in accordance with Section 485 of the Companies Act 2006.

Approved by the Management Committee on ...08/12/2022..... and signed on its behalf by:



Henrii Webb (Chair)

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

Opinion

We have audited the financial statements of Ravensbourne Project (the 'Charity') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows 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 Charity's affairs as at 31 March 2022 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 Charity 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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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 (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

Our 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 extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

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 for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity'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 Charity'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 Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton

**Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG**

Date: 9 December 2022

Ravensbourne Project
(A Company Limited by Guarantee)

Statement of Financial Activities (Incorporating an Income and Expenditure Account)

For the Year Ended 31 March 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Income from:					
Donations		9,494	-	9,494	310
Charitable activities	3	630,000	-	630,000	627,906
Other income		14	-	14	1,156
Total income		639,508	-	639,508	629,372
Expenditure on:					
Fundraising		1,106	-	1,106	-
Charitable activities	4	578,377	-	578,377	489,566
Total expenditure		579,483	-	579,483	489,566
Net income / (expenditure) for the year					
		60,025	-	60,025	139,806
Transfers between funds		-	-	-	-
Net movement in funds		60,025	-	60,025	139,806
Reconciliation of funds:					
Total funds brought forward	14	440,765	-	440,765	300,959
Total funds carried forward		500,790	-	500,790	440,765

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)


Balance Sheet

As at 31 March 2022

	Notes	2022	2021
		£	£
Fixed Assets:			
Tangible assets	9	414,689	425,602
Current Assets:			
Debtors	10	112,500	157,500
Cash at bank and in hand		<u>248,091</u>	<u>149,226</u>
		360,591	306,726
Liabilities:			
Creditors: amounts falling due within one year	11	<u>(42,740)</u>	<u>(44,440)</u>
Net Current Assets		317,851	262,286
Creditors: amounts falling due after one year	12	<u>(231,750)</u>	<u>(247,123)</u>
Total net Assets		<u>500,790</u>	<u>440,765</u>
Funds:			
Unrestricted funds	14	500,790	440,765
Restricted funds		<u>-</u>	<u>-</u>
Total Funds		<u>500,790</u>	<u>440,765</u>

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

Approved by the trustees on ...08/12/2022..... and signed on its behalf by:



 Henrii Webb
 Trustee

Company Registration No. 3181695

The attached notes form part of the financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Statement of Cash Flows
For the Year Ended 31 March 2022

	Note	2022 £	2022 £	2021 £	2021 £
Cash flows from operating activities:					
Net cash provided by / (used in) operating activities	15		114,238		152,332
Cash flows from investing activities:					
Sale/(Purchase) of fixed assets		-		2,000	
Cash provided by / (used in) investing activities					
			-		2,000
Cash flows from financing activities:					
Repayments of borrowing		(15,373)		(12,334)	
Cash provided by / (used in) financing activities					
			(15,373)		(12,334)
Change in cash and cash equivalents in the year					
			98,865		141,998
Cash and cash equivalents at the beginning of the year			149,226		7,228
Cash and cash equivalents at the end of the year					
	16		<u>248,091</u>		<u>149,226</u>

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2022

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – Charities SORP (FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) 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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

d) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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.

1. Accounting policies (continued)

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charitable company and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charitable company but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's programmes and activities. These costs have been allocated to expenditure on charitable activities.

i) Fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold property	over 50 years
Motor Vehicles	25% reducing balance method

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2022

2. Detailed comparatives for the statement of financial activities

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Income from:			
Donations	310	-	310
Charitable activities	627,906	-	627,906
Other income	1,156	-	1,156
Total income	629,372	-	629,372
Expenditure on:			
Charitable activities	489,566	-	489,566
Total expenditure	489,566	-	489,566
Net income / (expenditure) for the year	139,806	-	139,806
Transfers between funds	-	-	-
Net movement in funds	139,806	-	139,806
Reconciliation of funds:			
Total funds brought forward	300,959	-	300,959
Total funds carried forward	440,765	-	440,765

3. Income from charitable activities

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Total 2021 £
L B Lewisham - Day Respite - Overnights, Weekends and Holidays	630,000	-	630,000	627,906
	630,000	-	630,000	627,906

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

4. Analysis of expenditure

	Basis of allocation	Fundraising	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2022 Total £	2021 Total £
Salaries and NI	Direct	-	49,901	266,138	16,633	-	332,672	337,733
Activities Costs	Usage	-	660	3,518	220	-	4,398	4,525
Agency staff	Direct	-	-	118,152	-	-	118,152	29,594
Audit Fees	Usage	-	-	-	-	6,315	6,315	5,950
Bank Charges and Loan Interest	Usage	-	1,879	10,020	626	-	12,525	15,682
Bookkeeping and Payroll Services	Usage	-	300	1,600	100	-	2,000	913
Cleaning, Maintenance and storage	Usage	-	4,164	22,208	1,388	-	27,760	17,485
Clothing, Food and Subsistence	Usage	-	-	-	-	-	-	-
Computer running and software costs	Usage	-	1,395	7,442	465	-	9,302	7,255
Depreciation	Usage	-	1,637	8,730	546	-	10,913	10,913
Equipment Hire and Rental	Usage	-	655	3,495	219	-	4,369	6,887
Fundraising costs	Direct	1,106	-	-	-	-	1,106	-
General Expenses	Usage	-	542	2,893	181	-	3,616	8,077
Heat, Light and Power	Usage	-	891	4,754	298	-	5,943	7,312
Legal and professional fees	Usage	-	23	120	7	-	150	912
Insurance	Usage	-	486	2,592	162	-	3,240	2,970
Printing, Postage and Stationery	Usage	-	214	1,143	72	-	1,429	3,349
Regulatory Visits and fees	Direct	-	1,113	5,939	-	-	7,052	7,037
Rates	Usage	-	174	930	58	-	1,162	1,989
Staff Welfare, training and recruitment	Usage	-	1,583	8,443	528	-	10,554	6,213
Telephone, Fax and Internet	Usage	-	2,200	11,734	733	-	14,667	9,914
Travelling, Motor Expenses and Fuel	Usage	-	303	1,614	101	-	2,018	4,856
Trustees Expenses	Usage	-	21	112	7	-	140	-
		1,106	68,141	481,577	22,344	6,315	579,483	489,566
Governance costs		-	665	5,650	-	(6,315)		
Support Costs		-	2,352	19,992	(22,344)	-		
Total 2022		1,106	71,158	507,219	-	-	579,483	
Total 2021		-	71,137	418,429	-	-		489,566

Usage cost is allocated based on staff time spent on a fund. Direct costs have been allocated based on actual time spent on the activities. All of the expenditure was unrestricted (2021: all unrestricted).

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

5. Net income / (expenditure) for the year

This is stated after charging:

	2022	2021
	£	£
Depreciation	10,913	10,913
Auditors' remuneration	5,221	4,833
	<u>5,221</u>	<u>4,833</u>

6. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages	293,050	295,729
Social security costs	26,036	27,814
Employer's pension contributions	13,586	14,190
Total	<u>332,672</u>	<u>337,733</u>

The following number of employees received employee benefits (excluding employer pension and national insurance) during the year between:

	2022	2021
	£	£
£60,000 - £69,999	-	1
£70,000 - £79,999	1	-
	<u>1</u>	<u>-</u>

The total employee benefits including pension contributions of the key management personnel were £81,989 (2021: £79,506). The average number of employees during the period was 11 (2021: 14).

7. Trustee remuneration & related party transactions

One of the trustees Robert Jones received remuneration of £70,411 (2021: £68,238) for the services provided as an operational director. The charity paid £3,080 (2021: £3,070) pension contributions for Robert Jones during the year. No other member of the management committee received any remuneration during the year.

No trustee or other person related to the charitable company has any personal interest in any contract or transaction entered into by the charitable company during the year (2021 - NIL).

There were no other related party transactions during the year (2021: none).

8. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

9. Tangible fixed assets

	Freehold Property £	Total £
Cost		
Cost brought forward	545,645	545,645
Additions	-	-
Disposals	-	-
Cost carried forward	<u>545,645</u>	<u>545,645</u>
Depreciation		
Depreciation brought forward	120,043	120,043
Charge for the year	10,913	10,913
Depreciation carried forward	<u>130,956</u>	<u>130,956</u>
Net book value carried forward	<u>414,689</u>	<u>414,689</u>
Net book value brought forward	<u>425,602</u>	<u>425,602</u>

10. Debtors

	2022 £	2021 £
Fee income receivable	112,500	157,500
	<u>112,500</u>	<u>157,500</u>

11. Creditors: Amounts falling due within one year

	2022 £	2021 £
Bank loans and overdrafts	26,214	26,214
Other creditors	6,238	6,777
Accruals	9,985	7,470
Social security	303	3,979
	<u>42,740</u>	<u>44,440</u>

12. Creditors: Amounts falling due over one year

	2022 £	2021 £
Bank loans	231,750	247,123
	<u>231,750</u>	<u>247,123</u>

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

13. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Tangible fixed assets	414,689	-	414,689	425,602
Current assets	360,591	-	360,591	306,726
Current liabilities	(42,740)	-	(42,740)	(44,440)
Non-current liabilities	(231,750)	-	(231,750)	(247,123)
Net assets at the year end	<u>500,790</u>	<u>-</u>	<u>500,790</u>	<u>440,765</u>

14. Movements in funds

	At the start of the year £	Income £	Expenditure £	Transfers £	At the end of the year £
Unrestricted funds:					
General funds	440,765	639,508	(579,483)	-	500,790
Total unrestricted funds	<u>440,765</u>	<u>639,508</u>	<u>(579,483)</u>	<u>-</u>	<u>500,790</u>
Total funds	<u>440,765</u>	<u>639,508</u>	<u>(579,483)</u>	<u>-</u>	<u>500,790</u>

15. Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2022 £	2021 £
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	60,025	139,806
Depreciation	10,913	10,913
(Profit) on disposal of fixed asset	-	(1,156)
(Increase)/ decrease in debtors	45,000	2,094
Increase/ (decrease) in creditors	(1,700)	675
Net cash provided by / (used in) operating activities	<u>114,238</u>	<u>152,332</u>

16. Analysis of cash and cash equivalents

	At the beginning of the year £	Cash flows £	At the end of the year £
Cash at bank and in hand	149,226	98,865	248,091
Total cash and cash equivalents	<u>149,226</u>	<u>98,865</u>	<u>248,091</u>

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

17. Previous reporting period information

17a. Analysis of expenditure of the previous reporting period

	Basis of allocation	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2021 Total £
Salaries and NI	Direct	48,531	258,834	16,178	-	323,543
Activities Costs	Usage	679	3,620	226	-	4,525
Agency staff	Direct	-	29,594	-	-	29,594
Audit Fees	Usage	-	-	-	5,950	5,950
Bank Charges and Loan Interest	Usage	2,352	12,546	784	-	15,682
Bookkeeping and Payroll Services	Usage	824	4,397	275	-	5,496
Cleaning, Maintenance and storage	Usage	2,623	13,988	874	-	17,485
Depreciation	Usage	1,637	8,730	546	-	10,913
Equipment Hire and Rental	Usage	1,033	5,510	344	-	6,887
General Expenses	Usage	1,612	8,599	538	-	10,749
Heat, Light and Power	Usage	1,097	5,850	365	-	7,312
Legal and professional fees	Usage	137	730	45	-	912
Pension Costs	Usage	2,129	11,352	709	-	14,190
Insurance	Usage	446	2,376	148	-	2,970
Printing, Postage and Stationery	Usage	502	2,679	168	-	3,349
Regulatory Visits and fees	Direct	1,111	5,926	-	-	7,037
Rates	Usage	298	1,591	100	-	1,989
Staff Welfare and Training	Usage	932	4,970	311	-	6,213
Telephone, Fax and Internet	Usage	1,487	7,931	496	-	9,914
Travelling, Motor Expenses and Fuel	Usage	728	3,885	243	-	4,856
Trustees Expenses	Usage	-	-	-	-	-
		68,158	393,108	22,350	5,950	489,566
Governance costs		626	5,324	-	(5,950)	-
Support Costs		2,353	19,997	(22,350)	-	-
		71,137	418,429	-	-	489,566

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2022

17b. Analysis of net assets between funds of the previous reporting period

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Tangible fixed assets	425,602	-	425,602
Current assets	306,726	-	306,726
Current liabilities	(44,440)	-	(44,440)
Non-current liabilities	(247,123)	-	(247,123)
Net assets at the year end	<u>440,765</u>	<u>-</u>	<u>440,765</u>

17c. Details of movements in funds during the previous reporting period

	At the start of the year	Income (inc. gains)	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	300,959	629,372	(489,566)	-	440,765
Total unrestricted funds	<u>300,959</u>	<u>629,372</u>	<u>(489,566)</u>	<u>-</u>	<u>440,765</u>
Total funds	<u>300,959</u>	<u>629,372</u>	<u>(489,566)</u>	<u>-</u>	<u>440,765</u>

RAVENSBOURNE PROJECT

England & Wales - Charity number 1056481

Accounts

Registered Number: 3181695 (England & Wales)

***RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)***



***Financial Statements
for the year ended 31 March 2021***

RAVENSBOURNE PROJECT
(company Limited by guarantee)

Index to the Financial Statements
for the year ended 31 March 2021

	Page
Legal and Administrative Details	1
Trustees' Report	2
Auditors' Report	9
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Legal and Administrative Details

Ravensbourne Project Limited is a registered charity, number 1056481, and company limited by guarantee, number 3181695. The liability of each director is limited to £1 in the event of the company being wound up.

Trustees/Directors	Henrii Webb (Chair) Jacqueline Paschoud (Vice Chair) Robert Jones (Operational Director) Joseph Burchell (Fundraising) Cassim Bakharia (Education)
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Secretary:	Robert Jones
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Operational Team:	
Operational Director	Robert Jones
Registered Manager	Sharon Edwards
Acting Lead Children's Practitioner	Siobhann Brady
Acting Lead Children's Practitioner	Sarah Denny

Registered Office	4 Crantock Road Catford London SE6 2QT
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Principal Bank	Lloyds Plc. 9 Market Square Bromley Kent BR1 1ND
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Auditors	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
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Registered Charity Number	1056481
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Company Number	3181695
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Ofsted Registered Number	1257289
Ofsted Rating	Good

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2021

Chair's Report:



I would like to start this year's report with a massive thank you, to the staff team for their hard work and dedication during this very difficult year.

Our mission during the year, was to ensure that we remained child/young person centred during these challenging times. Our aim of supporting as many families as possible living with complex needs has remained our key objective during the pandemic. We have achieved this by working closely with the local authority to ensure that we have been providing the appropriate support in times of need, in person or by telephone. The year has given us many obstacles and barriers to face with changing regulations and guidance. By working closely with the families, we support I am delighted to announce that we have been able to continue to provide services throughout the year. Again, I would like to thank both the families and the staff for their continuing support and understanding during this time.

As we move into another year myself and my fellow trustees, are looking forward to building on the current services. we are also investigating new areas of support to meet the needs of our increasing community. One of our aims is to investigate the possibility of expanding the charity into supporting young adults 18+. We are in the process of talking to the local authority about appropriate accommodation within the SE London area. I look forward to updating you on this within my next annual report.

In closing I would like to give a special thank you to my fellow trustees who give their time freely to support Ravensbourne Project to be a centre of excellence over the years. I would like to thank all the organisations and community groups that have supported us during the year.

Yours sincerely
Henri Webb (Chair of Trustees)

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2021

Introduction:

The Ravensbourne Project is a charitable company limited by guarantee incorporated on 28 March 1996 and registered as a Charity on the same date.

The organisation originates from three well respected charities, the Ravensbourne Toy and Equipment Library, Ravensbourne Link, and the Handen Road Toy Library which together have been established in the London Borough of Lewisham since 1976.

Throughout this time our purpose is to provide services to carers of disabled children and young people that are responsive to their need.

Services:

Day-Care:

Saturday & Sundays weekly 09:00 to 16:00

School Holidays: Monday to Friday 09:00 to 16:00

Overnight Service:

Friday & Saturday 16:00 to 15:30

School Holidays: Monday to Friday 16:00 to 15:30

Parent Support: Monday to Thursday 10:30 to 14:30

Ravensbourne Foundation Training: Monday to Friday 09:00 to 17:00

We offer a wide range of activities within the house and community

Arts & Crafts, Cooking, Computers and iPad's, Group games, Sports, Life skills and many other activities that the children have requested. all the children have their own activity plan that they have created with the support of the staff.

Booking a service

Parents access the services at the Ravensbourne Project in a planned way. This depends on the outcome of assessment of their needs for short breaks service Lewisham.

They can book a short break once or twice a month at weekends throughout the year. During the school holidays families use the service between one and three times a week depending on their service points. All our opening dates for the year are published in advance on our web site.

Objectives Aims & Activities:

- ***To support the children young people families within their community***
- ***To support Children Young people to access activities that would not normally be available to them.***
- ***To support children young people to build and develop lifelong friendships and relationships.***
- ***To Offer free training to Parents and Families***
- ***To support families during times of crises.***
- ***To Support the children and families during the transition periods.***

- **To support the Local Authority and other Organisations with their training needs of the staff.**

Together with families we will have the highest ambition for all Our children and young people. And we will make a positive difference to the lives of children and young people

Our Vision:

Our vision is to work in partnership with families of the children/young people to support them in developing services to meet the needs of the children, young people and their families. Ravensbourne is looking to the future and establishing services that can develop with the children and young people to ensure that the organisation is growing and to developing with the children young people we already support, and are working closely with the local authority and other organisations to ensure we are meeting the needs of the children young people of the future.

Feedback from Parents:

“The staff are always welcoming; I know my son is safe when he is there. This allows me to spend time with my other children on weekends”.

“My Daughter is very isolated due to her complex needs (Challenging behaviour) the staff work with her to support her to control her behaviours. I can always talk to someone at the house if I feel things are getting out of control”.

“After one of the open days, I was surprised how much work goes on planning for our children”

“Since joining the Parents group, I have made new friends with parents that are facing the same challenges in life”

“The Training has really helped me to understand some of my child’s behaviours”.

“I was having difficulty filling in the paperwork for my son. The staff spent time supporting me to understand what I need to do”.

Staffing and Recruitment:

The staff team are made up of qualified staff from NVQ2 to Diploma level 5 in children & young people. All services are overseen by the Business Manager, who is employed on a fulltime basis. All departments have an allocated Manager and senior support workers.

Ravensbourne Project recruitment is in-line (Ofsted Safe Recruitment) staff fulltime or sessional must meet minimum recruitment standards.

Ravensbourne Project carries out yearly DBS on all staff.

Training and professional development

Training and professional development is one of the key elements to effective practice and effective practice requires committed, enthusiastic and reflective staff with a breadth and depth of knowledge, skills and understanding. We encourage our staff to use their own learning to improve their work with our service users in ways that are sensitive, positive and non-judgemental.

Through initial and on-going training, we strive to continuously improve our relationships with all our service users. Service users are identified as:

- ~ the young people,
- ~ their parents and carers,
- ~ the wider community
- ~ other professionals within and beyond our service.

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2021

Volunteers and work experience

The Ravensbourne Project offer opportunities for volunteers and work experience. We have a volunteer policy and believe that volunteers play a role in assisting us to deliver services and increase our capacity by bringing their skills and local knowledge to us.

Accommodation:

4 Crantock Road is a converted and extended family home set over two floors. On the ground floor there is a sitting room, a dining room, a sensory room, an art activity room and a main office. There is also a kitchen, a laundry, two toilets, and a wet room which is end-suite to the downstairs bedroom.

On the first floor, which can be reached by stairs or lift, the accommodation has been split. On one side there are two bathrooms, one fitted with a "wash and dry" toilet and a specially adapted bath and two bedrooms, and on the other side two single bedrooms.

A hearing loop system has been installed throughout. All the principal rooms have overhead tracks and portable carriages and other rooms have use of the mobile hoist, thus enabling our wheelchair users to be moved with safety and in comfort.

Governing Document

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.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles. They 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 selected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

The Directors may appoint a person who is willing to act as a Director, either to fill a vacancy or as an additional Director, provided the appointment does not cause the number of Directors to exceed any number fixed by or in accordance with the Articles. A Director so appointed shall hold office only until the next following Annual General Meeting and shall not be taken into account in determining Directors who are to retire by rotation.

The traditional business and medical skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update each year). In the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election to the Management Committee.

The Management Committee aims to reflect the diverse community with which we work and we welcome applications from all sections of society who have the appropriate skills and experience, but particularly from those communities that are currently under represented. Due to the nature of the organisation much of the charity's work inevitably focuses upon supporting parents/carers of disabled children and young people and the needs of the children and young people themselves.

The charity has through its networks sought to identify parent/carers who would be willing to become members of the management committee and use their own experience to assist the charity in its work.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2021

The committee members are sought with a range of backgrounds, fundraising, corporate charity legal/administration, management in the voluntary sector, strategic development, Social Health and Care, education, disability, and Human Resources. Information about becoming a Trustee is to be found on the website: www.ravensbourneproject.org.uk

Organisational Structure

The Ravensbourne Project has a Board of Trustees of up to nine members who meet at a minimum, quarterly and are responsible for the strategic direction and policy of the charity.

At present the Committee has 4 members from a variety of professional backgrounds relevant the work of the charity. The Operational Director acts as the Company Secretary and sits on the Committee but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of services rest with the Operational Director.

To facilitate effective operations, the Operational Director has delegated authority approved by the trustees for operational matters including finance, recruitment; short breaks related activity, individual supervision of the staff team and ensuring that the staff teams continue to develop their skills and keep up to date with the latest developments in good working practices.

In addition, the Operational Director is responsible for ensuring that the charity delivers the services specified and the key performance indicators are met.

Financial Review

It has been another stable year in respect of service delivery by the Ravensbourne Project following the previous year's rationalisation of service.

The Project's financial strategy over the past few years has been to invest in staff responsible for direct delivery of services whilst keeping investment in administrative and managerial staff to a minimum. Our objective being to generate a modest profit and establish a balance sheet strong enough to support future investment and a reserve fund approximately equivalent to six months of the Project's running costs.

This objective has now been achieved and the Project's strategy for future years is to invest in delivery, administrative and managerial staff to facilitate enhanced delivery, and diversification of services and increased administrative efficiency.

The Project was able to deliver a positive financial return in the year, due to the prudent financial management of costs, both staff and overheads, allied to support from all service delivery staff.

Principal Revenue and Funding Sources

The Ravensbourne Project continues to generate revenues and to be funded by a number of sources. Revenue for services provided generated by charging the London Borough of Lewisham for both Daycare and Overnight services.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2021

Investment Policy

The funds received by the Project are used short term to provide services resulting in a relatively modest amount available for medium or longer-term investment. Short term surplus funds were placed in a high interest deposit account until required. The continuing improvement to cash flow and an increasing reserve balance may allow a diversification of investment decisions and this matter is under constant review by the Board and management of the Project.

Reserves Policy

The Project has achieved the objective of establishing a reserve fund approximating to six months of the Ravensbourne Project's running costs. The Project will continue to endeavour to operate at a profit to enable future investment into staff and improved services.

Planning for the future

In so far as it is complimentary to the charity objects, the charity is guided by both local and national policy. All services run by the Ravensbourne Project are run within the legal frameworks describe under each service heading.

The Board remains committed to the provision of short breaks for the families of disabled children and will continue to seek new forms of funding to facilitate the growth and development evident over the past years.

Responsibilities of the Management Committee

The trustees (who are also directors of Ravensbourne Project for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with 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).

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 the group] and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Report of the Executive Committee for the Year Ended 31 March 2021

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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

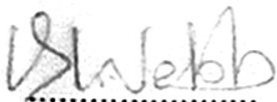
Public Benefit Statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, Charities and Public Benefit.

Auditors:

Goldwins Limited Chartered Accountants and Registered Auditor will be proposed for appointment in accordance with Section 485 of the Companies Act 2006.

Approved by the Management Committee on25/1/22..... and signed on its behalf by:



Henrii Webb (Chair)

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

Opinion

We have audited the financial statements of Ravensbourne Project (the 'Charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows 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 Charity's affairs as at 31 March 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 Charity 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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 (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

Our 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 extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;

**RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)**

Independent Auditor's Report to the Members of Ravensbourne Project

- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

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 for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

Use of our report

This report is made solely to the Charity'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 Charity'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 Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton

**Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG**

Date: 31 January 2022

Ravensbourne Project
(A Company Limited by Guarantee)

Statement of Financial Activities (Incorporating an Income and Expenditure Account)

For the Year Ended 31 March 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income from:					
Donations		310	-	310	884
Charitable activities	3	627,906	-	627,906	632,639
Other income		1,156	-	1,156	-
Total income		629,372	-	629,372	633,523
Expenditure on:					
Charitable activities	4	489,566	-	489,566	567,766
Total expenditure		489,566	-	489,566	567,766
Net income for the year		139,806	-	139,806	65,757
Transfers between funds		-	-	-	-
Net movement in funds		139,806	-	139,806	65,757
Reconciliation of funds:					
Total funds brought forward	14	300,959	-	300,959	235,202
Total funds carried forward		440,765	-	440,765	300,959

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Balance Sheet

As at 31 March 2021

	Notes	2021	2020
		£	£
Fixed Assets:			
Tangible assets	9	425,602	437,359
Current Assets:			
Debtors	10	157,500	159,594
Cash at bank and in hand		<u>149,226</u>	<u>7,228</u>
		306,726	166,822
Liabilities:			
Creditors: amounts falling due within one year	11	<u>(44,440)</u>	<u>(43,765)</u>
Net Current Assets		262,286	123,057
Creditors: amounts falling due after one year	12	<u>(247,123)</u>	<u>(259,457)</u>
Total net Assets		<u>440,765</u>	<u>300,959</u>
Funds:			
Unrestricted funds	14	440,765	300,959
Restricted funds		<u>-</u>	<u>-</u>
Total Funds		<u>440,765</u>	<u>300,959</u>

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

Approved by the trustees on 25/1/22 and signed on its behalf by:

H. Webb

 Henrii Webb
 Trustee

Company Registration No. 3181695

The attached notes form part of the financial statements.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Statement of Cash Flows

For the Year Ended 31 March 2021

	Note	2021 £	2021 £	2020 £	2020 £
Cash flows from operating activities:					
Net cash provided by / (used in) operating activities	15		152,332		(58,465)
Cash flows from investing activities:					
Sale/(Purchase) of fixed assets		2,000		-	
Cash provided by / (used in) investing activities					
			2,000		-
Cash flows from financing activities:					
Repayments of borrowing		(12,334)		(14,483)	
Cash provided by / (used in) financing activities					
			(12,334)		(14,483)
Change in cash and cash equivalents in the year					
			141,998		(72,948)
Cash and cash equivalents at the beginning of the year			7,228		80,176
Cash and cash equivalents at the end of the year	16		<u>149,226</u>		<u>7,228</u>

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2021

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

a) Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015) – (Charities SORP FRS 102) and the Companies Act 2006.

The charitable company meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) 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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

d) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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.

1. Accounting policies (continued)

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services to further the purposes of the charitable company and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charitable company but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable company's programmes and activities. These costs have been allocated to expenditure on charitable activities.

i) Fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold property	over 50 years
Motor Vehicles	25% reducing balance method

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)
Notes to the Financial Statements
For the Year Ended 31 March 2021

2. Detailed comparatives for the statement of financial activities

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
Income from:			
Donations	884	-	884
Charitable activities	632,639	-	632,639
Total income	633,523	-	633,523
Expenditure on:			
Charitable activities	567,766	-	567,766
Total expenditure	567,766	-	567,766
Net income / (expenditure) for the year	65,757	-	65,757
Transfers between funds	-	-	-
Net movement in funds	65,757	-	65,757
Reconciliation of funds:			
Total funds brought forward	235,202	-	235,202
Total funds carried forward	300,959	-	300,959

3. Income from charitable activities

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
LB Lewisham - Day Respite - Overnights, Weekends and Holidays	627,906	-	627,906	631,779
Other	-	-	-	860
	627,906	-	627,906	632,639

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2020

4. Analysis of expenditure

	Basis of allocation	Nursery £	Day Respite - Overnight, Weekends and Holidays £	Support Costs £	Governance £	2021 Total £	2020 Total £
Salaries and NI	Direct	48,531	258,834	16,178	-	323,543	343,843
Activities Costs	Usage	679	3,620	226	-	4,525	9,318
Agency staff	Direct	-	29,594	-	-	29,594	84,890
Audit Fees	Usage	-	-	-	5,950	5,950	5,500
Bank Charges and Loan Interest	Usage	2,352	12,546	784	-	15,682	16,703
Bookkeeping and Payroll Services	Usage	824	4,397	275	-	5,496	-
Cleaning, Maintenance and storage	Usage	2,623	13,988	874	-	17,485	27,557
Depreciation	Usage	1,637	8,730	546	-	10,913	11,194
Equipment Hire and Rental	Usage	1,033	5,510	344	-	6,887	6,934
General Expenses	Usage	1,612	8,599	538	-	10,749	650
Heat, Light and Power	Usage	1,097	5,850	365	-	7,312	4,883
Legal and professional fees	Usage	137	730	45	-	912	922
Pension Costs	Usage	2,129	11,352	709	-	14,190	13,720
Insurance	Usage	446	2,376	148	-	2,970	2,940
Printing, Postage and Stationery	Usage	502	2,679	168	-	3,349	4,953
Regulatory Visits and fees	Direct	1,111	5,926	-	-	7,037	7,472
Rates	Usage	298	1,591	100	-	1,989	1,103
Staff Welfare and Training	Usage	932	4,970	311	-	6,213	6,225
Telephone, Fax and Internet	Usage	1,487	7,931	496	-	9,914	12,288
Travelling, Motor Expenses and Fuel	Usage	728	3,885	243	-	4,856	6,671
Trustees Expenses	Usage	-	-	-	-	-	-
		68,158	393,108	22,350	5,950	489,566	567,766
Governance costs		626	5,324	-	(5,950)	-	-
Support Costs		2,353	19,997	(22,350)	-	-	-
		71,137	418,429	-	-	489,566	

Usage cost is allocated based on staff time spent on a fund. Direct costs have been allocated based on actual time spent on the activities. All of the expenditure was unrestricted (2020: all unrestricted).

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2020

5. Net income / (expenditure) for the year

This is stated after charging:

	2021	2020
	£	£
Depreciation	10,913	11,194
Auditors' remuneration	5,750	5,600

6. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2021	2020
	£	£
Salaries and wages	296,624	316,029
Social security costs	26,919	27,814
Total	<u>323,543</u>	<u>343,843</u>

One employee received emoluments between £60,000 and £69,999. The total employee benefits including pension contributions of the key management personnel were £79,506 (2020: £72,657). The average number of employees during the period was 14 (2020: 19).

7. Trustee remuneration & related party transactions

One of the trustees Robert Jones received remuneration of £68,238 (2020: £62,417) for the services provided as an operational director. The charity paid £3,070 (2020: £3,070) pension contributions for Robert Jones during the year. No other member of the management committee received any remuneration during the year.

No trustee or other person related to the charitable company has any personal interest in any contract or transaction entered into by the charitable company during the year (2020 - NIL).

There were no other related party transactions during the year (2020: none).

8. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2020

9. Tangible fixed assets

	Freehold Property	Motor Vehicles	Total
	£	£	£
Cost brought forward	545,645	2,000	547,645
Additions	-	-	-
Disposals	-	(2,000)	(2,000)
Cost carried forward	545,645	-	545,645
Depreciation brought forward	109,130	1,156	110,286
Charge for the year	10,913	-	10,913
Depreciation on disposals	-	(1,156)	(1,156)
Depreciation carried forward	120,043	-	120,043
Net book value carried forward	425,602	-	425,602
Net book value brought forward	436,515	844	437,359

10. Debtors

	2021	2020
	£	£
Fee income receivable	157,500	159,594
	157,500	159,594

11. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Bank loans and overdrafts	26,214	26,214
Other creditors	6,777	10,431
Accruals	7,470	7,120
Social security	3,979	-
	44,440	43,765

12. Creditors: Amounts falling due over one year

	2021	2020
	£	£
Bank loans	247,123	259,457
	247,123	259,457

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2020

13. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Tangible fixed assets	425,602	-	425,602	437,359
Current assets	306,726	-	306,726	166,822
Current liabilities	(44,440)	-	(44,440)	(43,765)
Non-current liabilities	(247,123)	-	(247,123)	(259,457)
Net assets at the year end	<u>440,765</u>	<u>-</u>	<u>440,765</u>	<u>300,959</u>

14. Movements in funds

	At the start of the year £	Income (inc. gains) £	Expenditure £	Transfers £	At the end of the year £
Unrestricted funds:					
General funds	300,959	629,372	(489,566)	-	440,765
Total unrestricted funds	<u>300,959</u>	<u>629,372</u>	<u>(489,566)</u>	<u>-</u>	<u>440,765</u>
Total funds	<u>300,959</u>	<u>629,372</u>	<u>(489,566)</u>	<u>-</u>	<u>440,765</u>

15. 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)	139,806	65,757
Depreciation	10,913	11,194
(Profit) on disposal of fixed asset	(1,156)	-
(Increase)/ decrease in debtors	2,094	(110,130)
Increase/ (decrease) in creditors	675	(25,286)
Net cash provided by / (used in) operating activities	<u>152,332</u>	<u>(58,465)</u>

16. Analysis of cash and cash equivalents

	At the beginning of the year £	Cash flows £	At the end of the year £
Cash at bank and in hand	7,228	141,998	149,226
Total cash and cash equivalents	<u>7,228</u>	<u>141,998</u>	<u>149,226</u>

RAVENSBORNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2020

17. Previous reporting period information

17a. Analysis of expenditure of the previous reporting period

	Basis of allocation	Nursery	Day Respite - Overnight, Weekends and Holidays	Support Costs	Governance	2020 Total
		£	£	£	£	£
Salaries and NI	Direct	51,576	275,074	17,193	-	343,843
Activities Costs	Usage	1,398	7,454	466	-	9,318
Agency staff	Direct	-	52,834	32,056	-	84,890
Audit Fees	Usage	-	-	-	5,500	5,500
Bank Charges and Loan Interest	Usage	2,505	13,362	836	-	16,703
Cleaning, Maintenance and storage	Usage	4,134	22,046	1,377	-	27,557
Depreciation	Usage	1,679	8,955	560	-	11,194
Equipment Hire and Rental	Usage	1,040	5,547	347	-	6,934
General Expenses	Usage	98	520	32	-	650
Heat, Light and Power	Usage	732	3,906	245	-	4,883
Legal and professional fees	Usage	138	738	46	-	922
Pension Costs	Usage	2,058	10,976	686	-	13,720
Insurance	Usage	441	2,352	147	-	2,940
Printing, Postage and Stationery	Usage	743	3,962	248	-	4,953
Regulatory Visits and fees	Direct	1,180	6,292	-	-	7,472
Rates	Usage	165	882	56	-	1,103
Staff Welfare and Training	Usage	934	4,980	311	-	6,225
Telephone, Fax and Internet	Usage	1,843	9,830	615	-	12,288
Travelling, Motor Expenses and Fuel	Usage	1,001	5,337	333	-	6,671
Trustees Expenses	Usage	-	-	-	-	-
		71,665	435,047	55,554	5,500	567,766
Governance costs		579	4,921	-	(5,500)	-
Support Costs		5,848	49,706	(55,554)	-	-
		78,092	489,674	-	-	567,766

RAVENSBOURNE PROJECT
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 March 2020

17b. Analysis of net assets between funds of the previous reporting period

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Tangible fixed assets	437,359	-	437,359
Current assets	166,822	-	166,822
Current liabilities	(43,765)	-	(43,765)
Non-current liabilities	(259,457)	-	(259,457)
Net assets at the year end	<u>300,959</u>	<u>-</u>	<u>300,959</u>

17c. Details of movements in funds during the previous reporting period

	At the start of the year	Income (inc. gains)	Expenditure	Transfers	At the end of the year
	£	£	£	£	£
Unrestricted funds:					
General funds	235,202	633,523	(567,766)	-	300,959
Total unrestricted funds	<u>235,202</u>	<u>633,523</u>	<u>(567,766)</u>	<u>-</u>	<u>300,959</u>
Total funds	<u>235,202</u>	<u>633,523</u>	<u>(567,766)</u>	<u>-</u>	<u>300,959</u>