

INDEPENDENT LIVING AGENCY

England & Wales · Charity number 1064099

Details

Other names	ILA
Status	Registered
Legal form	Charitable company
Company number	03370858
Registered	1997-08-26
Register	View on the Charity Commission register

Contact

Address	Independent Living Agency Unit 15 Dagenham Business park Dagenham Essex RM10 7DF
Phone	02085936677
Email	independentlivingagency@btconnect.com
Website	www.independentlivingagency.org

Activities

Objects: FOR THE RELIEF OF NEED, HARDSHIP OR DISTRESS OF PEOPLE DISABLED AND THE DEPENDANTS AND FAMILIES OF SUCH PEOPLE IN PARTICULAR BUT NOT EXCLUSIVELY WHO ARE RESIDENT IN THE LONDON BOROUGH OF BARKING AND DAGENHAM AND ADJOINING AREAS OR SUCH OTHER AREA AS THE COMPANY MAY FROM TIME TO TIME DETERMINE IN PARTICULAR BUT NOT EXCLUSIVELY IN THE FOLLOWING WAYS:- (1) BY PROVIDING COUNSELLING AND ADVICE (2) BY PROVIDING FACILITIES AND EQUIPMENT, AND (3) BY PROVIDING VOLUNTARY HELP

Activities: Support service, payroll service. Blitz cleaning .floating support service

Classification

- **How:** Provides Human Resources, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities

Geography

- **Area of benefit:** LONDON BOROUGH OF BARKING AND DAGENHAM AND ELSEWHERE
- Barking And Dagenham
- Essex
- Havering
- Redbridge

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£994,468	£942,920	£349,902	27
2024-03-31	£918,302	£883,516	£298,354	28
2023-03-31	£841,697	£774,883	£263,568	27
2022-03-31	£712,542	£691,291	£196,754	25
2021-03-31	£728,005	£657,516	£175,503	22

Trustees

Name	Role	Appointed
Andrew slee		2024-07-24
KEITH SMITH		2018-04-01
Peter Chand		2021-11-28
carol pieters		2025-03-28
darren cunningham		2023-05-25
fahima Chouhury		2026-05-21

INDEPENDENT LIVING AGENCY

England & Wales - Charity number 1064099

Accounts



Independent Living Agency

AGM

24/25

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Mission Statement

To support disabled people to live in a community and exercise choice and control in their lives.

Philosophy

The ILA will uphold its aims by working within the Social Model of disability and an equal opportunities framework and adopt the principles of the Independent Living movement, which states:]]

- That all human life is of value
- That anyone, whatever their impairment, is capable of exerting choices.
- That people who are disabled by society's reaction to physical, intellectual and sensory impairment and emotional distress have the right to assert control over their lives.
- That disabled people have the right to fully participate in society.

Aims:

To provide greater freedom of choice to disabled people over the age of 16 years regardless of impairment.

To maximise the potential of individual disabled people in order for them to live their own lives.

To promote the opportunities of independent living by working with individuals or groups within the community.

To access appropriate services and resources to enable disabled people to stay in their own home within the community and make choices and decisions about their daily lifestyle.

To offer a range of support options for disabled people at risk of entering or remaining in residential care.

To work in partnership with disabled people's families and friends to encourage their participation (if appropriate), to enable relatives (known as carers) to be released from the traditional caring role in society.

Objectives

The ILA will achieve its aims by providing:

1. Advice, information and support on all aspects of independent living and disability issues to both disabled and non-disabled.
2. Ongoing advice, information and advocacy to disabled people. Offering them support, both practically and emotionally to achieve and maintain the arrangements of their choice.
3. Facilitation for the above from home or from the range of services provided. This could include all aspects of independent living, i.e. personal assistance, personal domestic and financial tasks, equipment, assistance with finding, moving to and adapting suitable accommodation.
4. An invoice to Social Services requesting advance quarterly payment for support package under Direct Payment scheme or third party brokerage.
5. Support on all aspects of Personal Assistance employment, including ongoing training programmes on some or all aspects of becoming an employer (job descriptions, contracts etc). This would be via both Group work and one to one support.
6. A computerised payroll system, financial advice and administrative support and guidance for budgeting and accounts.
7. Support to enable disabled people to gain access to their services and opportunities in the community – to gain skills and knowledge – and advocate with other agencies as required.
8. Networking to liaise and build up links with the care management team, day and residential services, Health Authority, housing department, the independent and voluntary sector agencies and other interested people for the purpose of promoting the service and widening the support available to disabled people.

Committee Staff & Volunteers 2024/2025

Board of trustees/Directors

Keith Smith Chair Person Appointed March 2018
Peter Chand Appointed March 2022
Darren Cunningham Appointed January 2023
Gerry Driscoll Thresher Appointed September 2022
Andrew Slee Appointed July 2024
Carol Pieters Appointed March 2025

Management team

Terry Miller CEO
Karen Herbert Deputy CEO
Towhid Khan Senior Financial Manager
Carline Thomas Customer Relations Manager
Shenay Elston Community project lead
Sam Price Service manager

ANNUAL GENERAL MEETING
OF
BARKING & DAGENHAM INDEPENDENT LIVING AGENCY
FOR 2024/2025

Agenda

- 1) Chairs Report and Introduction
- 2) Apologies
- 3) Agree Mins of AGM (2024/2025)
- 4) Chairs Report
- 5) Annual Reports
 - a. Finance
 - b. Adoption of Audited Accounts 2024/2025
 - c. Adoption of Auditor
- 6) CEO Report / Deputy CEO Report / Business Plan Launch
- 7) Guest Speakers (tbc)
- 8) Election of ILA Trustees
- 9) A.O.B

Refreshments and Networking

Independent Living Agency Minutes for AGM meeting.

Monday 28 October 2024 at 11.00am.

Meeting held at Kingsley hall Dagenham Essex

Welcome and introductions by Keith Smith

Apologies: Andrew Slee Darren Cunningham

Minutes of the previous meeting/AGM read by Keith Smith and agreed by Jerry Driscal

Treasurer's report: Jerry Driscal gave an overview of the year's accounts and gave an overview of raising costs Terry Read a message from Titi awosika on how we raised our reserves titi said in her statement it was a very good year and we increased our reserves BY £50,000

Chair report: gave an overview of how the ILA preformed over 2023/2024 the aims the ILA has and how we plan to move forward

He gave thanks all the staff and other trustees for all the support giving this year

Annual report: Adaption of audited accountancy 23/24 proposed by Keith Smith seconded by Karen Herbert

CEO report: Terry Miller gave overview outcomes for the year project by protect. Terry thanked all the staff for their good work carried out throughout the year.

Terry Gave Over view of new project call NAPS

Vote for Samuels &Co to stay as auditor

Tim brown was presented with the D lock award for services to our community

Keith closed meeting thanking everyone for coming

A.O.B: Meeting closed 12pm.

Signed

Date

Chairperson's Report 2024 / 2025

I would like to begin by thanking everyone for all they have achieved this year. Over my two years as Trustee and Chairperson of the ILA, I have continually felt inspired by the dedication and passion of our team. Looking back over the last 12 months, I feel incredibly proud. Whenever I meet our residents, I'm reminded of the real difference we make through the support we provide.

We remain a hands-on organisation, committed to empowering our community to stay independent in their own homes. This year, our services continued to grow. Our payroll department expanded into new areas, and we began working with the CCG. Feedback from our monitoring clearly shows that we are meeting the needs of our residents.

We also strengthened our partnership with Adult Services across East London and will continue to move forward collaboratively and positively. Our floating support team worked closely with Community Solutions, helping to demonstrate the value of joint working and shared outcomes.

I am pleased to report that all services operated within budget. We were able to increase our reserves this year and aim to continue building on this financial stability year after year.

We invested in updating our IT systems and have begun exploring new, improved pathways for working. This has been long overdue, and I am proud of the progress made.

We also supported a group of residents in developing the Forward Together Forum, which we have funded. The group has grown significantly and has held several successful forums, strengthening the voice of our service users.

This year, we supported more residents than ever before. Listening to our residents remains central to our work, and our collaboration with the Forward Together Group has been vital in ensuring we receive meaningful feedback and maintain strong links with the Local Authority.

I am especially pleased with the work Debbie and her team have achieved through the Healthy Living Project. It has been inspiring to see the positive changes—from college courses to gym sessions, cooking lessons, and a wide range of keep-fit activities—all aimed at reducing isolation in our community. I would like to thank the National Lottery for funding this powerful project. With over 360 residents taking part, the feedback has been overwhelmingly positive. From the trip to Kew Gardens to the excitement of learners earning a pass, to stories from arts and crafts, gym sessions, and cooking classes—it has all been a wonderful celebration of community connection. A huge thank-you to the entire team for their exceptional work.

I would also like to acknowledge the Blitz Team, who continue to go above and beyond to ensure we meet every client's needs. Our floating support team has once again helped people stay in their own homes while achieving a record amount in benefit increases for residents in 2024/25.

We remain a service-user-led organisation, run by disabled people for disabled people—something we are deeply proud of.

Treasurer's Report 2024/2025

This is my second year serving as Treasurer, and I am grateful to say that I have truly enjoyed this role. As a person with disabilities, I feel I have finally found my calling. It is a privilege to contribute to an organisation that empowers others and creates real change in our community.

I am delighted to report that 2024/25 has been a strong and positive year for us as a charity. We supported more residents than ever before and successfully met all our social value targets through our contracts with LBBD. Our work now reaches people across East London, and I continue to be inspired by the dedication, compassion, and professionalism of our team.

I am equally grateful for the support of my fellow trustees during my second year as Treasurer. This year, I had the opportunity to meet Sam, our auditor from Sammels & Company. He was very pleased with our accounts, raised no concerns, and was satisfied with our reporting and financial management. He has now fully signed off our accounts, which is a significant achievement for the organisation.

I would also like to extend my thanks to our external accounts clerk, Titi, for her guidance and for ensuring I had all the necessary paperwork prepared ahead of trustee meetings. Her support has been invaluable.

One of our greatest successes this year has been increasing our reserves by more than **£50,000**. This was achieved through careful cost savings, strict adherence to budgets, and close collaboration between the CEO and Titi to ensure we stayed on target. These efforts helped us reach the reserve level recommended by our auditor, strengthening our financial position for the future.

Our payroll service continues to grow week by week, and I am pleased to confirm that all our services remain on budget. I appreciate the regular feedback I receive from the team, which ensures we stay financially responsible and well-informed.

As we move forward, we remain committed to increasing our reserves in line with our rising turnover. With the current economic uncertainty and the ongoing cost-of-living pressures, it is more important than ever that we maintain a strong, resilient financial foundation. I will continue meeting regularly with Titi, our internal accountant, to ensure we stay on budget and make informed decisions.

We do not know what the future holds, but I am confident in our direction. With careful planning, strong teamwork, and a shared commitment to our mission, **the ILA will continue to grow, adapt, and support those who need us most.**

Thank you to everyone who has contributed to another successful year.

Jerry Driscoll

Charity number: 1064099
Company number: 3370858

INDEPENDENT LIVING AGENCY
LIMITED BY GUARANTEE

Reports and statements of financial activities

For the year ended 31 March 2025

INDEPENDENT LIVING AGENCY

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Legal and administrative information

Status

Independent Living Agency is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Charity number: 1064099 and Company number: 3370858.

Board of directors / Trustees

The trustees of the charitable company are also its directors for the purpose of charity law and company law.

The trustees/ directors who served during the year are as follows:

Keith Smith	Chair
Darren Cunningham	Vice Chair
Gerry Dricoll	Treasurer
Andrew Lee	(appointed 24/07/2024)
Peter Chand	
Carol Pieters	(appointed 28/03/2025)
Trevor Lock	
Doreen Lock	(deceased on 12/07/2024)

Company number: 3370858

Charity number: 1064099

Registered office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Independent examiner

S.S. Fakorede
2nd Floor office, 594 High Road
London N17 9TA

Business address

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Bankers

Lloyds TSB

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2025

Structure, governance and management

Independent Living Agency was incorporated as a company limited by guarantee on 15th May 1997 and is governed by its Memorandum and Articles of Association.

The charity is run by the Management Committee which consists of nine officers and an elected number of members as decided at the Annual General Meeting of the charity.

The trustees who are also the charity's directors are appointed annually by the members of the company at the Annual General Meeting. Additionally new trustee(s)/ director(s) may be appointed by the existing trustees/directors, subject to a maximum of twelve.

Trustees induction and training

All the trustees are already familiar with the practical work of the charity but all new trustees undergo an orientation course to brief them on their legal obligation under the charity and company laws, the content of the Memorandum and Articles of Association of the charity. The Committee's decision making process, the business plan and recent financial performance together with Health and Safety regulations are all covered at the induction. Trustees are encouraged to attend appropriate external training events to support the role they are performing.

Objectives and activities

The objects of the charity are to promote the opportunities of independent living for disabled people through the provision of advice, support, information and educational activities, aiding them towards equal opportunities and social integration. In addition, to maximise individual disabled peoples' potential to live their own lives with choice and control.

Part of the activities of the charity continues to be to secure continuing finance to provide consistent, supportive and stable environment for the people within its care.

Public benefit

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit. The focus of our activities remain two fold. Firstly to provide advocacy, support, information, encouragement and assistance to disabled people living in the London Borough of Barking and Dagenham in order for them to take control of their lives.

Disabled people are encouraged to live in their own homes within the community and also help them to access appropriate services and resources.

Achievements and performance

The charity continued to provide help, support and advice on an increased scale via the Choices Project for service users with physical impairments for those aged between eighteen and sixty five.

The charity continued to provide, throughout the year, a blitz cleaning services to disabled people within the Borough of Barking and Dagenham.

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2025

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe maintaining reserves at the current levels, combined with regular review of key financial systems, will provide sufficient resources in the event of any adverse conditions arising. The directors have also examined other operational business risks faced by the charity and confirm they have established systems to mitigate significant risks.

Reserve policy

The directors have considered the reserve policy and have concluded that the minimum reserve to be maintained should be at a level which ensures that the charity's core activities could continue for a period of six months during a period of unforeseen difficulty.

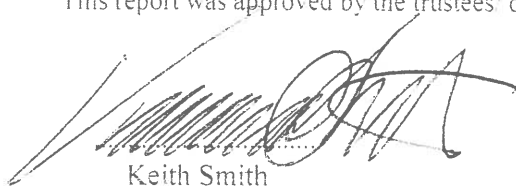
Based on projections for the year ending 31 March 2025 the minimum reserve would be £370,250

Full disclosure on all matters relating to fixed assets are set out in note 6 to the financial statements.

This report was approved by the trustees/ directors on

16/10/25

and signed on its behalf by



Keith Smith

INDEPENDENT LIVING AGENCY

Independent examiner's report

To the directors of Independent Living Agency

I report on the financial statements of INDEPENDENT LIVING AGENCY for the year ended 31 March 2025 set out on pages 5 to 10. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of the company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

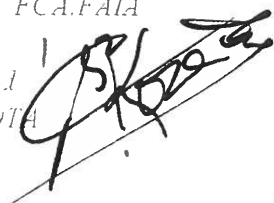
- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirement of section 396 of the Companies Act 2006 and with the methods and of the Statement of Recommended Practice: Accounting and Reporting by Charities, have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S.S. Fakorede FCA.FAIA

2nd Floor

594 High Road

London N17 9TA



INDEPENDENT LIVING AGENCY

Statement of financial activities

For the year ended 31 March 2025

	Notes	£	Unrestricted funds £	Restricted funds £	2025 Total £	2024 Total £
Incoming resources						
Grants	3		-	199,001	199,001	99,794
Income from contract			245,969	-	245,969	245,705
Other incomes			75	235	300	7,222
Commercial trading activities						
<i>Income from trading operations</i>			549,198	-	549,198	565,581
Total incoming resources			<u>795,242</u>	<u>199,226</u>	<u>994,468</u>	<u>918,302</u>
Expenditure						
Costs of commercial trading						
<i>Expenditure on trading operations</i>			(492,486)	-	(492,486)	(532,835)
Expenditure on charitable activities						
<i>Direct charitable expenditure</i>	4		(251,208)	(199,226)	(450,434)	(350,681)
Total charitable expenditure			<u>(743,694)</u>	<u>(199,226)</u>	<u>(942,920)</u>	<u>(883,516)</u>
Net incoming resources			51,548	-	51,548	34,786
Total funds brought forward			<u>290,401</u>	<u>7,953</u>	<u>298,354</u>	<u>263,568</u>
Total funds carried forward			<u>341,949</u>	<u>7,953</u>	<u>349,902</u>	<u>298,354</u>

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Balance sheet
As at 31 March 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	6		11,336		10,316
Current assets					
Debtors	7	90,200		84,441	
Cash at bank and in hand		328,016		290,886	
		<u>418,216</u>		<u>375,327</u>	
Creditors: amounts falling due within one year	8	<u>(79,870)</u>		<u>(87,289)</u>	
Net current assets			<u>338,346</u>		<u>288,038</u>
Total assets less current liabilities			<u>349,902</u>		<u>298,354</u>
Funds					
Unrestricted funds			341,949		290,401
Restricted funds			7,953		7,953
			<u>349,902</u>		<u>298,354</u>

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Small Entities.

For the year ended 31 March 2025 the company was entitled to exemption from audit under section 477 Companies Act 2006, and no notice has been deposited under section 476 requesting that an audit be conducted.

As directors of the company we acknowledge our responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act relating to financial statements, so far as applicable to the company.

The financial statements were approved by the Board on 16/12/25. and signed on its behalf by:


Keith Smith

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements

For the year ended 31 March 2025

1. Accounting policies

1.1. Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015);- Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Independent Living Agency 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 note(s).

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.2. Incoming resources

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from trading activity under the charity's management is taken into account at the time of receipt.

1.3. Resources expended

Resources expended are accounted for on an accrual basis. Expenditure is allocated in the statement of financial activities between direct charitable expenditure and governance costs. No significant costs are incurred in generating funds.

Costs of generating trading income represent expenditure incurred in the operation and management of the trading activity.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements

For the year ended 31 March 2025

3 Grant income

	Restricted funds	2025	2024
	£	£	£
BD NHS-MH & Community	3,350	3,350	
Lottery	143,671	143,671	99,794
LBBD NCIL	5,890	5,890	
Care City Innovation	42,575	42,575	
LBBD Garden Project	1,084	1,084	
Others	656	656	
	<u>199,226</u>	<u>199,226</u>	<u>99,794</u>

4 Direct charitable expenditure

	Unrestricted Fund	Total 2025	2024
	£	£	£
Support costs (see note 5)	200,132	200,132	197,893
Staff training	1,476	1,476	1,479
Rent	7,768	7,768	7,542
Insurance	4,025	4,025	1,066
Light and heat	2,379	2,379	3,567
Repairs and maintenance	7,895	7,895	5,609
Printing, postage and stationery	8,370	8,370	7,755
Advertising	537	537	626
Telephone	4,575	4,575	5,831
Computer consumables	401	401	3,500
Storage	1,227	1,227	3,395
Travelling expenses	732	732	377
Consultancy fees	4,286	4,286	3,016
Governance costs (see note 5)	4,000	4,000	4,000
Depreciation	993	993	1,419
Staff cost	877	877	1,365
Subscription	66	66	165
General expenses	1,233	1,233	2,153
Bank charges	236	236	129
	<u>251,208</u>	<u>251,208</u>	<u>250,887</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements

For the year ended 31 March 2025

5 Analysis of governance and support costs

	Support costs	Governance costs	
	£	2025	2024
		£	£
Staff costs	200,132	-	197,893
Accountancy services	-	4,000	4,000
General office costs	1,233	-	2,153
	<u>201,365</u>	<u>4,000</u>	<u>204,046</u>

6 Tangible fixed assets

	Office Equipment	Motor vehicle	Total
	£	£	£
Cost			
At 1 April 2024	18,442	-	18,442
Additions	-	15,170	15,170
At 31 March 2025	<u>18,442</u>	<u>15,170</u>	<u>33,612</u>
Depreciation			
At 1 April 2024	15,044	-	15,044
Charge for the year	3,220	3,792	7,012
At 31 March 2025	<u>18,264</u>	<u>3,792</u>	<u>22,056</u>
Net book values			
At 31 March 2025	<u>178</u>	<u>11,378</u>	<u>11,556</u>

7 Debtors

	2025	2024
	£	£
Trade debtors	80,617	73,138
Prepayments	9,583	11,303
	<u>90,200</u>	<u>84,441</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2025

8	Creditors: amounts falling due within one year	2025	2024
		£	£
	Payments received on account	42,474	49,503
	Trade creditors	5,772	4,892
	Other Taxes and social security costs	10,003	10,307
	Sundry creditors	17,412	18,587
	Accruals	4,209	4,000
		<u>79,870</u>	<u>87,289</u>

9 Employees

Number of employees

The average monthly numbers of employees during the year were:

2025	2024
Number	Number
27	28

Employment costs

	2025	2024
	£	£
Wages and salaries	191,636	190,485
Social security costs	8,496	7,408
	<u>200,132</u>	<u>197,893</u>

The total wages and salaries of the charity during the year was £686,978 of which an amount of £409,958 was for trading activities.

No employee earned more than £50,000 per annum

CEO REPORT 24/25

The independent living agency has gone forward in a positive way in the last year we increased the Blitz cleaning team and this has grown in the last year to a high-level service which has been complemented by all those that has made referrals the blitz cleaning team contract now will end in July 2025

We have as a team worked tirelessly through the year as the credit crunch has meant that we have had to support our clients more than ever and this was very much the whole ILA pulling together to meet the demand our service has been pushed to levels and we met the needs of our community

All the services are running on budget and we are always looking at new funding streams so we can support local residents this year we have increased our reserves and had positive feedback from the auditor we are really happy to say that new project for disability employment has started Mya is the lead the project is moving forward very quickly its 3 year project from City Bridge Trust

Floating support team has worked in partnership with Community Solutions in supporting local residents to stay in their own homes we have increased the referrals and support more residents than ever before this has been difficult with the rollout of UC and placed a huge strain on local services and residents I'm happy to say that we brought in Karen into our team she has settled in well and we will continue to look at meeting the needs of our changing community

Financial management team and payroll service has grown in size and we have had staff changes and more service users who use the service it has now been operating over 20 years and year on year grows in strength the appointee side of the team is growing slowly but the work that is being done is making a huge difference to our residents in staying in their homes and giving choice and control back to them we are now working to increase this service as we are seeing real benefits to residents we have looked at the way we work and have set a review in place and Mollie Storey will report back to the trustees in the next few months

The home cleaning and shopping service has grown throughout the year and has become a very important service to our residents

Heathy living project We have a grant finder looking for funding to take us forward as lotter runs out in march 2025

Of course, I have not worked alone we have a team that inspires me every day and working alongside our residents is truly empowering

2024 /25 has seen us face new challenges and residents facing problems which we not seen before as a team we have meet these challenges and worked aside our partner groups to meet all new needs in the community

Our new contact information booklet as been a real help to our community we have produce over 5000 booklets

I would like to thank all our partners and trustees for their support over the last year I look forward to the year ahead as we move forward the ILA WILL GO FROM STENTH AND STENTH

Terry Miller

ILA CEO

INDEPENDENT LIVING AGENCY

England & Wales - Charity number 1064099

Accounts



Independent Living Agency

AGM

23/24

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Mission Statement

To support disabled people to live in a community and exercise choice and control in their lives.

Philosophy

The ILA will uphold its aims by working within the Social Model of disability and an equal opportunities framework and adopt the principles of the Independent Living movement, which states:]]

- That all human life is of value
- That anyone, whatever their impairment, is capable of exerting choices.
- That people who are disabled by society's reaction to physical, intellectual and sensory impairment and emotional distress have the right to assert control over their lives.
- That disabled people have the right to fully participate in society.

Aims:

To provide greater freedom of choice to disabled people over the age of 16 years regardless of impairment.

To maximise the potential of individual disabled people in order for them to live their own lives.

To promote the opportunities of independent living by working with individuals or groups within the community.

To access appropriate services and resources to enable disabled people to stay in their own home within the community and make choices and decisions about their daily lifestyle.

To offer a range of support options for disabled people at risk of entering or remaining in residential care.

To work in partnership with disabled people's families and friends to encourage their participation (if appropriate), to enable relatives (known as carers) to be released from the traditional caring role in society.

Objectives

The ILA will achieve its aims by providing:

1. Advice, information and support on all aspects of independent living and disability issues to both disabled and non-disabled.
2. Ongoing advice, information and advocacy to disabled people. Offering them support, both practically and emotionally to achieve and maintain the arrangements of their choice.
3. Facilitation for the above from home or from the range of services provided. This could include all aspects of independent living, i.e. personal assistance, personal domestic and financial tasks, equipment, assistance with finding, moving to and adapting suitable accommodation.
4. An invoice to Social Services requesting advance quarterly payment for support package under Direct Payment scheme or third party brokerage.
5. Support on all aspects of Personal Assistance employment, including ongoing training programmes on some or all aspects of becoming an employer (job descriptions, contracts etc). This would be via both Group work and one to one support.
6. A computerised payroll system, financial advice and administrative support and guidance for budgeting and accounts.
7. Support to enable disabled people to gain access to their services and opportunities in the community – to gain skills and knowledge – and advocate with other agencies as required.
8. Networking to liaise and build up links with the care management team, day and residential services, Health Authority, housing department, the independent and voluntary sector agencies and other interested people for the purpose of promoting the service and widening the support available to disabled people.

INDEPENDENT LIVING AGENCY

Registered Office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham
Essex
RM10 7FD

Tel: 020 8593 6677

Fax: 020 8592 6686

E-mail:- independentlivingagency@btconnect.com

Company Limited by Guarantee No. 3370858
Registered Charity No. 1064099

ANNUAL GENERAL MEETING OF BARKING &
DAGENHAM INDEPENDENT LIVING AGENCY FOR
2023/2024

Agenda:

1. Chairs - Welcome and Introductions
2. Apologies
3. Agree Mins of AGM 2022/2023
4. Chairs Report
5. Annual Reports
 - a. Finance
 - b. Adoption of Audited Accounts 2023/2024
 - c. Adoption of Auditor
6. CEO Report/Deputy CEO Report
7. Tribute to Doreen Lock
8. Doreen Lock award for volunteering
9. Election of ILA Trustees
10. A.O.B

Refreshments and Networking

Independent Living Agency Minutes for AGM meeting.

Monday 24th October 2023 at 11:00 AM.

Meeting held at Kingsley Hall Essex.

Welcome and introductions by Trevor Lock Chair.

Apologies.

Minutes of the previous meeting/AGM read by Keith Smith and agreed by Doreen Lock.

Treasurers report: Doreen Lock gave an overview of the years accounts and gave an overview of raising costs Terry read a message from Titi Awosika on how we raised our reserves.

Chair report: Gave an overview of how the ILA performed over 2022/2023 the aims the ILA has and how we plan to move forward.

He gave thanks to all the staff and other trustees for all the support given this year.

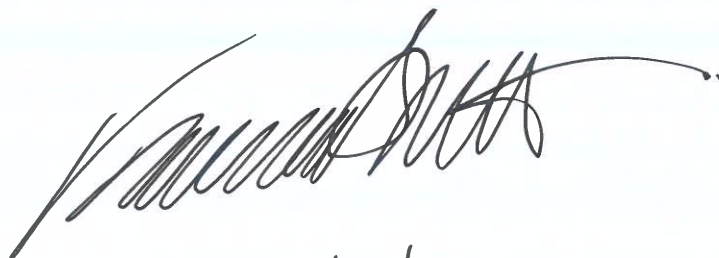
Annual report: Adaption of audited accountancy 2021/2022 proposed by Keith Smith seconded by Trevor Lock.

CEO report: Terry Miller gave overview outcomes for the year project by protect. Terry thanked all the staff for their good work carried out throughout the year.

Election of trustees: All committee members asked to stay and was agreed by all trustees.

A.O.B: Meeting closed 12PM.

Signed

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Date

27/9/24.

Committee Staff & Volunteers 2023/2024

Board of trustees/Directors

Trevor Lock Chair Appointed Nov 08
Doreen Lock Thresher Appointed Nov 08
Carol Johnston Vice Chair Appointed Nov 08
Keith Smith Appointed March 2018
Peter Chand Appointed March 2022

Darren Cunningham Appointed January 2023

Gerry Driscoll appointed September 2022

Management team

Terry Miller CEO
Karen Herbert Deputy CEO
Towhid Khan Senior Financial Manager
Carline Thomas Customer Relations Manager
Shenay Elston Community project lead
Sam Price Service manager

Chairperson Report

2023/ 2024

I would like to thank everyone for all they have achieved this year and over my 20 years as trustee and chair person at the ILA has always inspired me I look back at the last 12 months with pride I often meet our residents and talk about the ILA I feel that we do make a change with all the support we offer

We are a very much hands on organisation we there to support our community in their own homes to ensure they stay independent and empowered

Our services throw out the year 2023-2024 we provide more support than before our payroll moved into new areas and we started working with CCG the feedback from our monitoring has showed that we are meeting the needs of our residents

We worked closely with adult services throw out east London and will continual to move forward in a positive way

Our floating support team have worked closely with community solutions making sure that we showed the way forward for joined working

All service has all run to budget and this year we have been able to increase our reserves and hope to do this year on year

We have updated our I T and have set up meeting to take forward new ways of working updating our I T is overdue and in last 12 months we have worked on new pathways

We have helped a group of residents from a forum altogether group which we have funded this is a great success we have grown in size and had some really good forums

We have supported more residents than ever before and will listen to our residents as we move forward its always rewarding supporting our community and our collaborating with forward together group has been key to us getting service users feed back and leasing with the LA

I'm really pleased with the work Debbie and her team have done with the healthy living project it was really enlightening to see the changes we have made from going college to gym cooking lesson all keep fit activities we do the work they do around ending people being isolated in the community I like to thank the national lottery for the funding Our healthy lifestyles project was a great showcase of community support we worked with over 200 residents I really enjoyed all the feedback about the work we have done the trip to kew gardens and stories about the cooking lessons gym arts and crafts lessons all the people we support throw college the joy seeing how exciting they was getting a pass and all over aspects of the project and was very positive so big thank you two all the team

The blitz team are a credit to ILA they go far beyond the remit ensuring we meet all the clients needs the floating support team (CHOICES PROJECT) as always support people to live in there own home we did more benefits raised peoples income higher in 23 /24 than ever before

We will remain a service user lead origination run by disabled people for disabled people

Due to ill heath I have had time away and would like to thank keith smith for stepping in and taking over as acting chair for a short while

I would like to thank everyone on the ILA team for all they have done over the last year I'm truly grateful to everyone staff fellow trustees' volunteers

The close working i have with terry miller has made my years as chair a pleasure we took a small charity with 5 staff into a organisation that employers 40 people the most enjoyable part is the thought we have 62% of our staff have a disability 72% live in LBBD

As I now have to say that after 20 years as a trustee and chair I will be standing down from chair it has been a privilege to be the chair of ILA AND WORK AND SUPPORT THE MOST AMAZING PEOPLE to many to thank over 20 years but it was always team work

Trevor lock GM

Treasurers report 2023/4

this is my first year as treasurer im happy to say I have really enjoyed my role and feel that as a person with disability's I have finally found my calling I'm really happy to say that the year 23/24 was a good year for us as a charity we supported more people than ever before and met all our social value targets with our contracts with LBBD we support residents all over east London and I can only admire the team for all they do my fellow trustees have been very supportive of me in my first year as treasurer I have met Sam our auditor from Sammels and Company and he was very happy with our accounts he had no concerns or worries he was pleased with our reporting and pleased with all aspects of our accounts and has signed off accounts

I would like to thank your external accounts clerk Titi for spending time with me and for ensuring I have all paperwork ready for the meeting with my fellow trustees. This year has seen us increase our reserves by over £30,000 this was done through cutting costs and ensuring that all projects run to budget close working between CEO AND TITI to ensure we always on target

We have updated our IT and this will be ongoing over the next two years I've been keen that the ILA staff have the latest equipment to support them to ensure our services are modern and up to date We have won the floating support contract which runs till 2025 blitz cleaning has been extended till July 2025

Our payroll is growing week on week all our services are on budget for the year

I would like to thank the team for all the feedback that I am sent to ensure that we are running on budget We are moving forward looking to increase our reserves to match our rising turnover With all the uncertainty around at the moment credit crunch I will ensure that the ILA will move forward and keep a tight rein on our budgets we do not know what the future holds so will be keeping a close eye on our financial situation I will meet with Titi our book keeper regularly to ensure we are all running to budgets

Jerry Driscoll

ILA treasurer

Charity number: 1064099
Company number: 3370858

**INDEPENDENT LIVING AGENCY
LIMITED BY GUARANTEE**

Reports and statements of financial activities

For the year ended 31 March 2024

INDEPENDENT LIVING AGENCY

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Legal and administrative information

Status

Independent Living Agency is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Charity number: 1064099 and Company number: 3370858.

Board of directors /Trustees

The trustees of the charitable company are also its directors for the purpose of charity law and company law.

The trustees/ directors who served during the year are as follows:

Doreen Lock	Treasurer
Trevor Lock	Chair
Darren Cunningham	Vice Chair (appointed 24/05/23)
Gerry Dricoll	
Keith Smith	
Peter Chand	

Secretary

Doreen Lock

Company number: 3370858

Charity number: 1064099

Registered office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Independent examiner

S.S. Fakorede
2nd Floor office, 594 High Road
London N17 9TA

Business address

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Bankers

Lloyds TSB
Oxlow Lane
Dagenham
Essex, RM10 7YX

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2024

Structure, governance and management

Independent Living Agency was incorporated as a company limited by guarantee on 15th May 1997 and is governed by its Memorandum and Articles of Association.

The charity is run by the Management Committee which consists of nine officers and an elected number of members as decided at the Annual General Meeting of the charity.

The trustees who are also the charity's directors are appointed annually by the members of the company at the Annual General Meeting. Additionally new trustee(s)/ director(s) may be appointed by the existing trustees/directors, subject to a maximum of twelve.

Trustees induction and training

All the trustees are already familiar with the practical work of the charity but all new trustees undergo an orientation course to brief them on their legal obligation under the charity and company laws, the content of the Memorandum and Articles of Association of the charity. The Committee's decision making process, the business plan and recent financial performance together with Health and Safety regulations are all covered at the induction. Trustees are encouraged to attend appropriate external training events to support the role they are performing.

Objectives and activities

The objects of the charity are to promote the opportunities of independent living for disabled people, through the provision of advice, support, information and educational activities, aiding them towards equal opportunities and social integration. In addition, to maximise individual disabled peoples' potential to live their own lives with choice and control.

Part of the activities of the charity continues to be to secure continuing finance to provide consistent, supportive and stable environment for the people within its care.

Public benefit

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit. The focus of our activities remain two fold. Firstly to provide advocacy, support, information, encouragement and assistance to disabled people living in the London Borough of Barking and Dagenham in order for them to take control of their lives.

Disabled people are encouraged to live in their own homes within the community and also help them to access appropriate services and resources.

Achievements and performance

The charity continued to provide help, support and advice on an increased scale via the Choices Project for service users with physical impairments for those aged between eighteen and sixty five.

The charity continued to provide, throughout the year, a blitz cleaning services to disabled people within the Borough of Barking and Dagenham.

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2024

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe maintaining reserves at the current levels, combined with regular review of key financial systems, will provide sufficient resources in the event of any adverse conditions arising. The directors have also examined other operational business risks faced by the charity and confirm they have established systems to mitigate significant risks.

Reserve policy

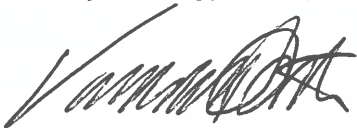
The directors have considered the reserve policy and have concluded that the minimum reserve to be maintained should be at a level which ensures that the charity's core activities could continue for a period of three months during a period of unforeseen difficulty.

Based on projections for the year ending 31 March 2024 the minimum reserve would be £175,000.

Full disclosure on all matters relating to fixed assets are set out in note 6 to the financial statements.

This report was approved by the trustees/ directors on

and signed on its behalf by



31/5/24.

.....
Keith Smith

INDEPENDENT LIVING AGENCY

Independent examiner's report

To the directors of Independent Living Agency

I report on the financial statements of INDEPENDENT LIVING AGENCY for the year ended 31 March 2024 set out on pages 5 to 10. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of the company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

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

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

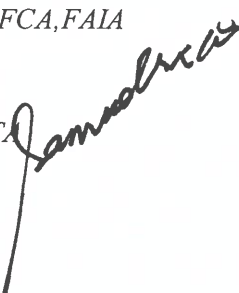
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S.S. Fakorede FCA,FAIA

2nd Floor

594 High Road

London N17 9TA



INDEPENDENT LIVING AGENCY

Statement of financial activities

For the year ended 31 March 2024

	Notes	£	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Incoming resources						
Grants	3		245,705	99,794	345,499	259,073
Other incomes			7,222	-	7,222	1,627
Commercial trading activities						
<i>Income from trading operations</i>			565,581	-	565,581	580,997
Total incoming resources			<u>818,508</u>	<u>99,794</u>	<u>918,302</u>	<u>841,697</u>
Expenditure						
Costs of commercial trading						
<i>Expenditure on trading operations</i>			(532,835)	-	(532,835)	(518,443)
Expenditure on charitable activities						
<i>Direct charitable expenditure</i>	4		(250,887)	(99,794)	(350,681)	(256,440)
Total charitable expenditure			<u>(783,722)</u>	<u>(99,794)</u>	<u>(883,516)</u>	<u>(774,883)</u>
Net incoming resources			34,786	-	34,786	66,814
Total funds brought forward			255,615	7,953	263,568	196,754
Total funds carried forward			<u>290,401</u>	<u>7,953</u>	<u>298,354</u>	<u>263,568</u>

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Balance sheet

As at 31 March 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	6		10,316		13,951
Current assets					
Debtors	7	84,441		160,485	
Cash at bank and in hand		290,886		146,692	
		<u>375,327</u>		<u>307,177</u>	
Creditors: amounts falling due within one year	8	<u>(87,289)</u>		<u>(57,560)</u>	
Net current assets			<u>288,038</u>		<u>249,617</u>
Total assets less current liabilities			<u>298,354</u>		<u>263,568</u>
Funds					
Unrestricted funds			290,401		255,615
Restricted funds			7,953		7,953
			<u>298,354</u>		<u>263,568</u>

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Small Entities.

For the year ended 31 March 2024 the company was entitled to exemption from audit under section 477 Companies Act 2006, and no notice has been deposited under section 476 requesting that an audit be conducted.

As directors of the company we acknowledge our responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act relating to financial statements, so far as applicable to the company.

The financial statements were approved by the Board on

and signed on its behalf by:



31/5/24

Keith Smith

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2024

1. Accounting policies

1.1. Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015);- Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Independent Living Agency 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 note(s).

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.2. Incoming resources

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from trading activity under the charity's management is taken into account at the time of receipt.

1.3. Resources expended

Resources expended are accounted for on an accrual basis. Expenditure is allocated in the statement of financial activities between direct charitable expenditure and governance costs. No significant costs are incurred in generating funds.

Costs of generating trading income represent expenditure incurred in the operation and management of the trading activity.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2024

3 Grant income

	Unrestricted funds £	Restricted funds £	2024 £	2023 £
London B. of Barking & Dagenham Lottery	245,705		245,705	259,073
	-	99,754	99,794	-
	<u>245,705</u>	<u>99,794</u>	<u>345,499</u>	<u>259,073</u>

4 Direct charitable expenditure

	Unrestricted Fund £	Total 2024 £	2023 £
Support costs (see note 5)	197,893	197,893	198,134
Staff training	1,479	1,479	170
Rent	7,542	7,542	12,040
Insurance	1,066	1,066	4,014
Light and heat	3,567	3,567	2,547
Repairs and maintenance	5,609	5,609	5,022
Printing, postage and stationery	7,755	7,755	10,243
Advertising	626	626	907
Telephone	5,831	5,831	1,220
Computer consumables	3,500	3,500	1,230
Storage	3,395	3,395	1,575
Travelling expenses	377	377	2,031
Consultancy fees	3,016	3,016	3,621
Governance costs (see note 5)	4,000	4,000	3,375
Clerical Support costs	-	-	4,094
Depreciation	1,419	1,419	2,499
Staff cost	1,365	1,365	1,127
Subscription	165	165	139
General expenses	2,153	2,153	2,224
Bank charges	129	129	228
	<u>250,887</u>	<u>250,887</u>	<u>256,440</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2024

5 Analysis of governance and support costs

	Support costs	Governance costs	2023
	2,024		£
	£	£	£
Staff costs	197,893	-	198,134
Accountancy services	-	4,000	3,375
General office costs	3,016	-	5,004
	<u>197,893</u>	<u>4,000</u>	<u>201,869</u>

6 Tangible fixed assets

	Office Equipment	Motor vehicle	Total
	£	£	£
Cost			
At 1 April 2023	11,497	-	11,497
Additions	3,510	-	3,510
At 31 March 2024	<u>15,007</u>	<u>-</u>	<u>15,007</u>
Depreciation			
At 1 April 2023	3,569	-	3,569
Charge for the year	1,122	-	1,122
At 31 March 2024	<u>4,691</u>	<u>-</u>	<u>4,691</u>
Net book values			
At 31 March 2024	<u>10,316</u>	<u>-</u>	<u>10,316</u>

7 Debtors

	2024	2023
	£	£
Trade debtors	73,138	145,015
Prepayments	11,303	15,470
	<u>84,441</u>	<u>160,485</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2024

8 Creditors: amounts falling due within one year

	2024	2023
	£	£
Payments received on account	49,503	18,978
Trade creditors	4,892	7,239
Other Taxes and social security costs	10,307	10,794
Sundry creditors	18,587	17,174
Accruals	4,000	3,375
	<u>87,289</u>	<u>57,560</u>

9 Employees

Number of employees

The average monthly numbers of employees during the year were:

2024	2023
Number	Number
28	27
<u>28</u>	<u>27</u>

Employment costs

	2024	2023
	£	£
Wages and salaries	190,485	185,966
Social security costs	7,408	12,168
	<u>197,893</u>	<u>198,134</u>

The total wages and salaries of the charity during the year was £674,446, of which an amount of £476,554 was for trading activities.

No employee earned more than £50,000 per annum

CEO REPORT 23/24

The independent living agency has gone forward in a positive way in the last year we increased the Blitz cleaning team and this has grown in the last year to a high-level service which has been complemented by all those that has made referrals the blitz cleaning team contract has been extended by a year will now end in July 2025

We have as a team worked tirelessly through the year as the credit crunch has meant that we have had to support our clients more than ever and this was very much the whole ILA pulling together to meet the demand our service has been pushed to levels and we met the needs of our community

All the services are running on budget and we are always looking at new funding streams so we can support local residents this year we have increased our reserves and had positive feedback from the auditor we are looking at a new project for disability employment and have run a small pilot project to take it forward we are working with Ian Beaver on this we believe we can make a real change to our community with this project

Floating support team has worked in partnership with Community Solutions in supporting local residents to stay in their own homes we have increased the referrals and support more residents than ever before this has been difficult with the rollout of UC and placed a huge strain on local services and residents I'm happy to say that we brought in Karen into our team she has settled in well and we will continue to look at meeting the needs of our changing community

Financial management team and payroll service has grown in size and we have had staff changes and more service users who use the service it has now been operating over 20 years and year on year grows in strength the appointment side of the team is growing slowly but the work that is being done is making a huge difference to our residents in staying in their homes and giving choice and control back to them we are now working to increase this service as we are seeing real benefits to residents we have looked at the way we work and

have set a review in place and Towhid will report back to the trustees in the next few months

The home cleaning and shopping service has grown throughout the year and has become a very important service to our residents

Heathy living project We have a grant from the lottery and as we enter year 2 we are happy to ay it has been a service user lead as Debbie and the team are passing all outcomes our group are going gym swimming cooking lesion yoga Bollywood dancing arts and crafts our Tuesday club are having lesions on living a healthy life

Of course, I have not worked alone we have a team that inspires me every day and working alongside our residents is truly empowering

23 /24 has seen us face new challenges and residents facing problems which we not seen before as a team we have meet these challenges and worked aside our partner groups to meet all new needs in the community

Our new contact information booklet as been a real help to our community we have produce over 5000 booklets

I would like to thank all our partners and trustees for their support over the last year I look forward to the year ahead as we move forward the ILA WILL GO FROM STENTH AND STENTH

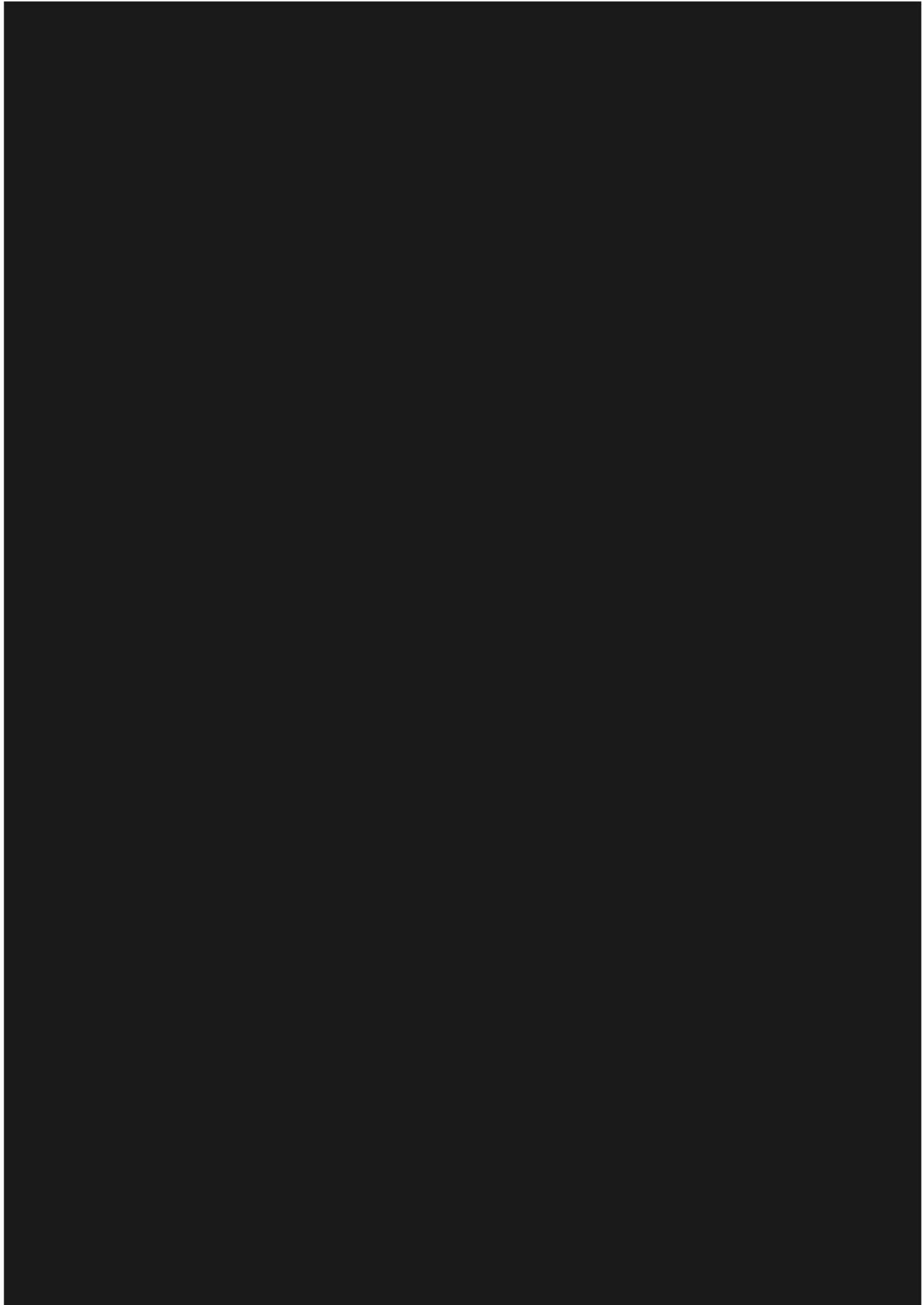
Terry Miller

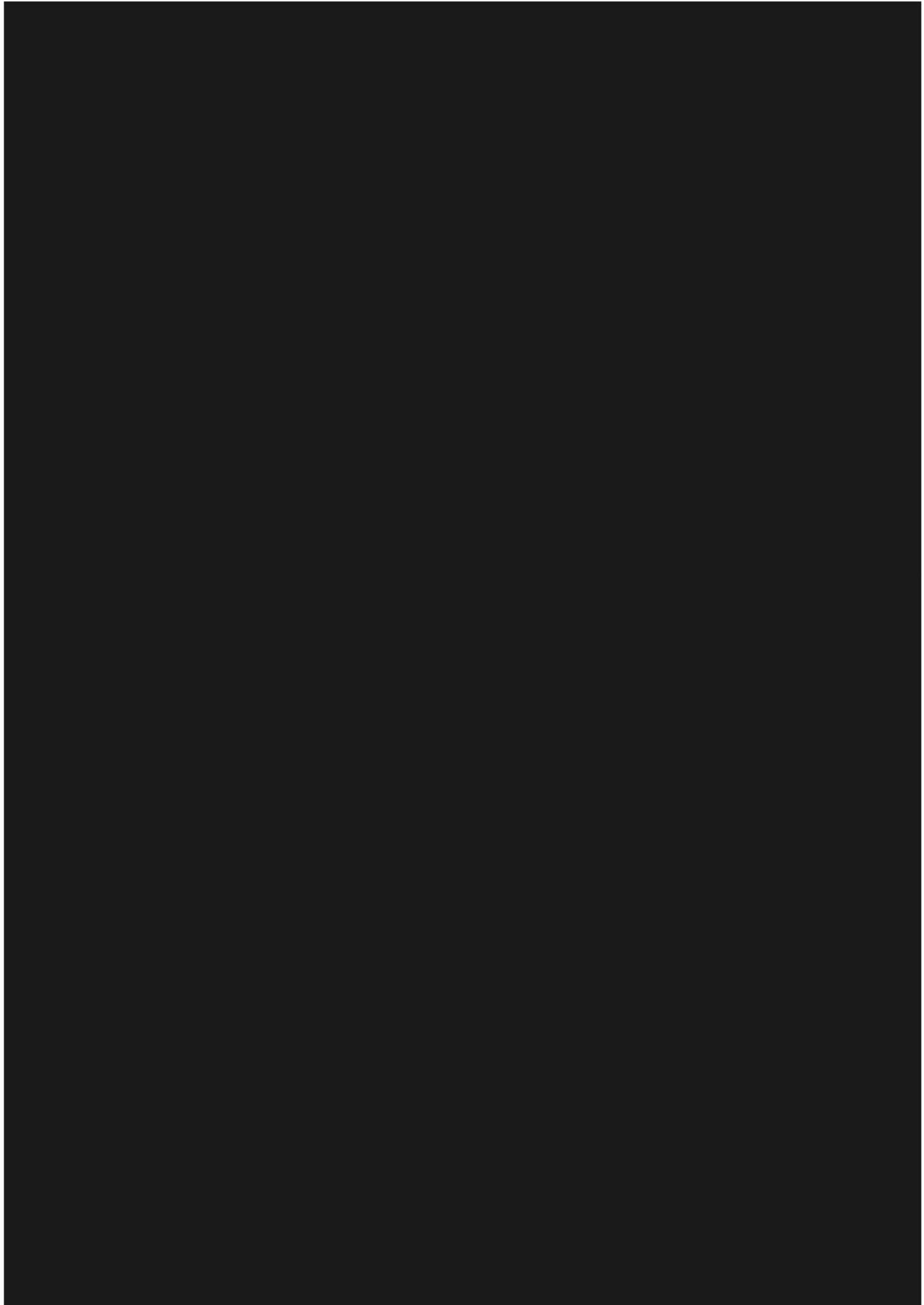
ILA CEO

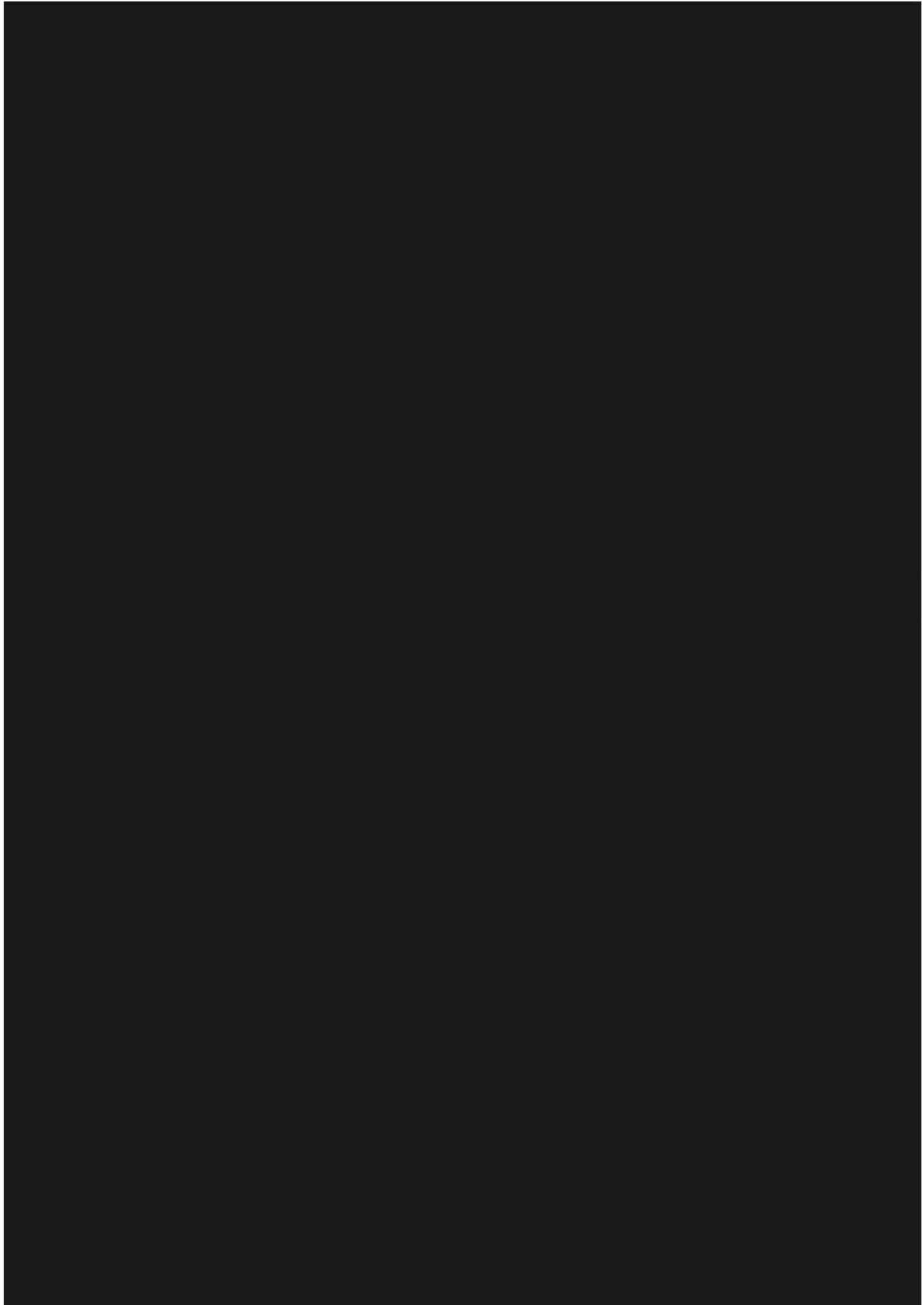
INDEPENDENT LIVING AGENCY

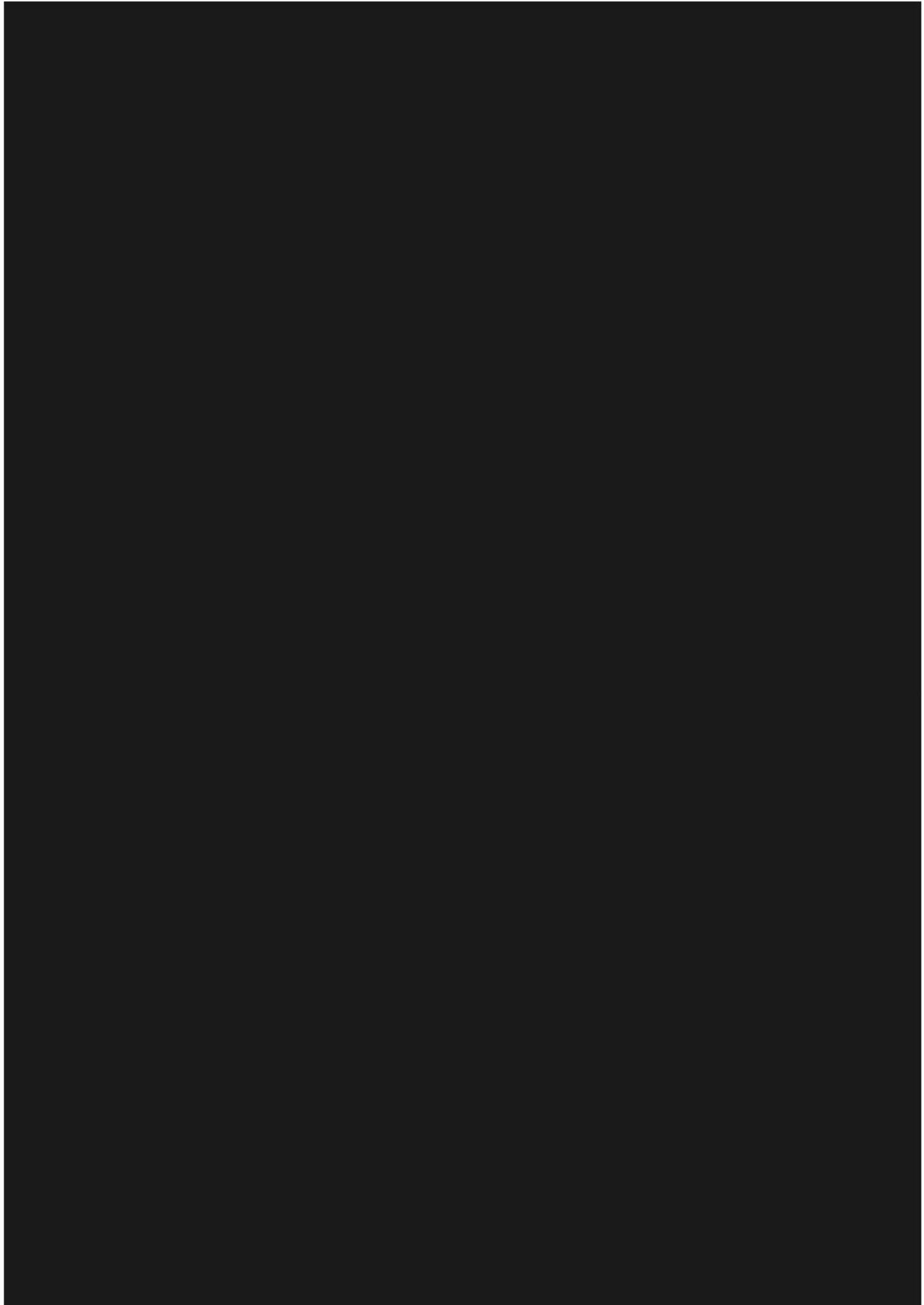
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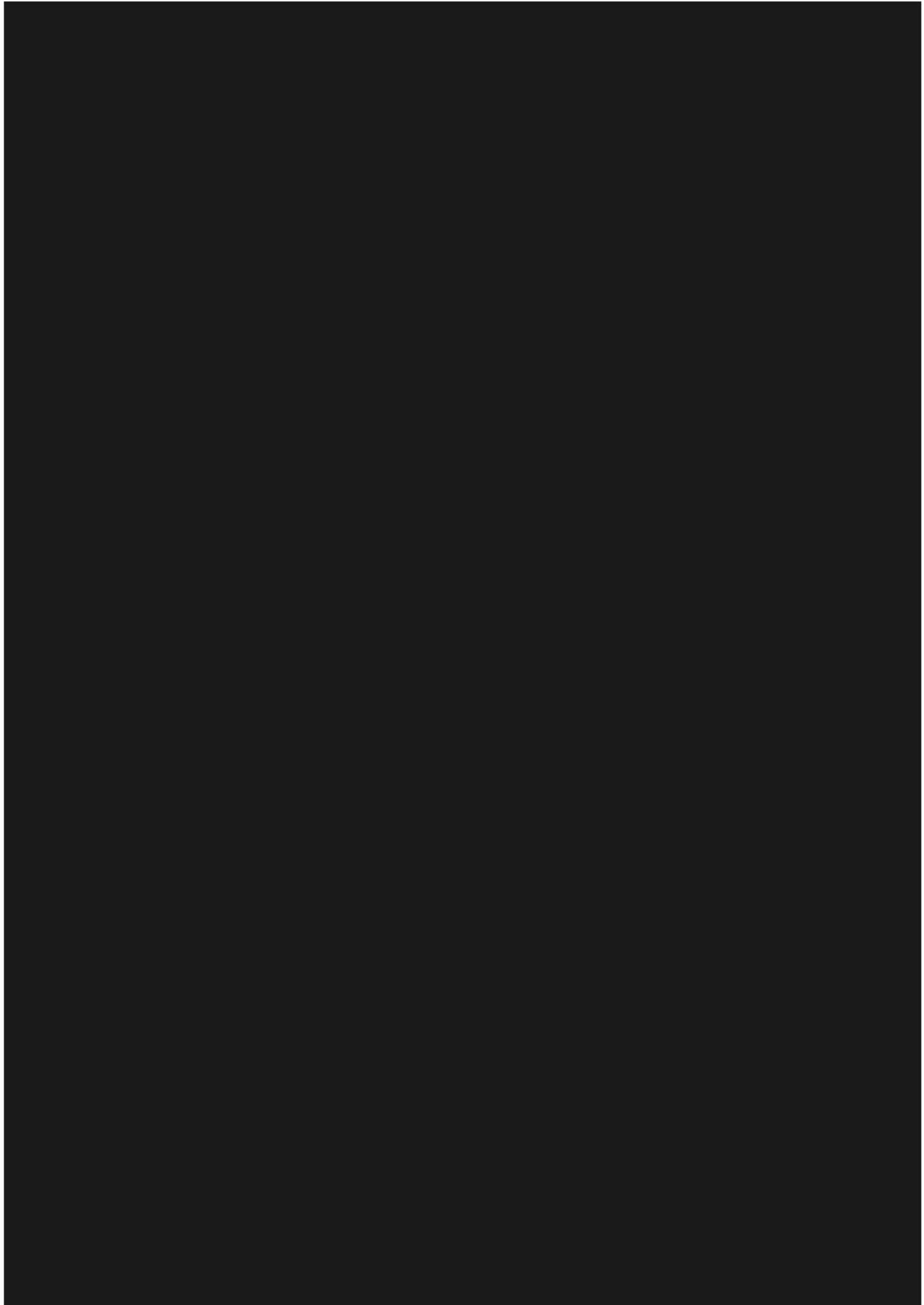
Accounts

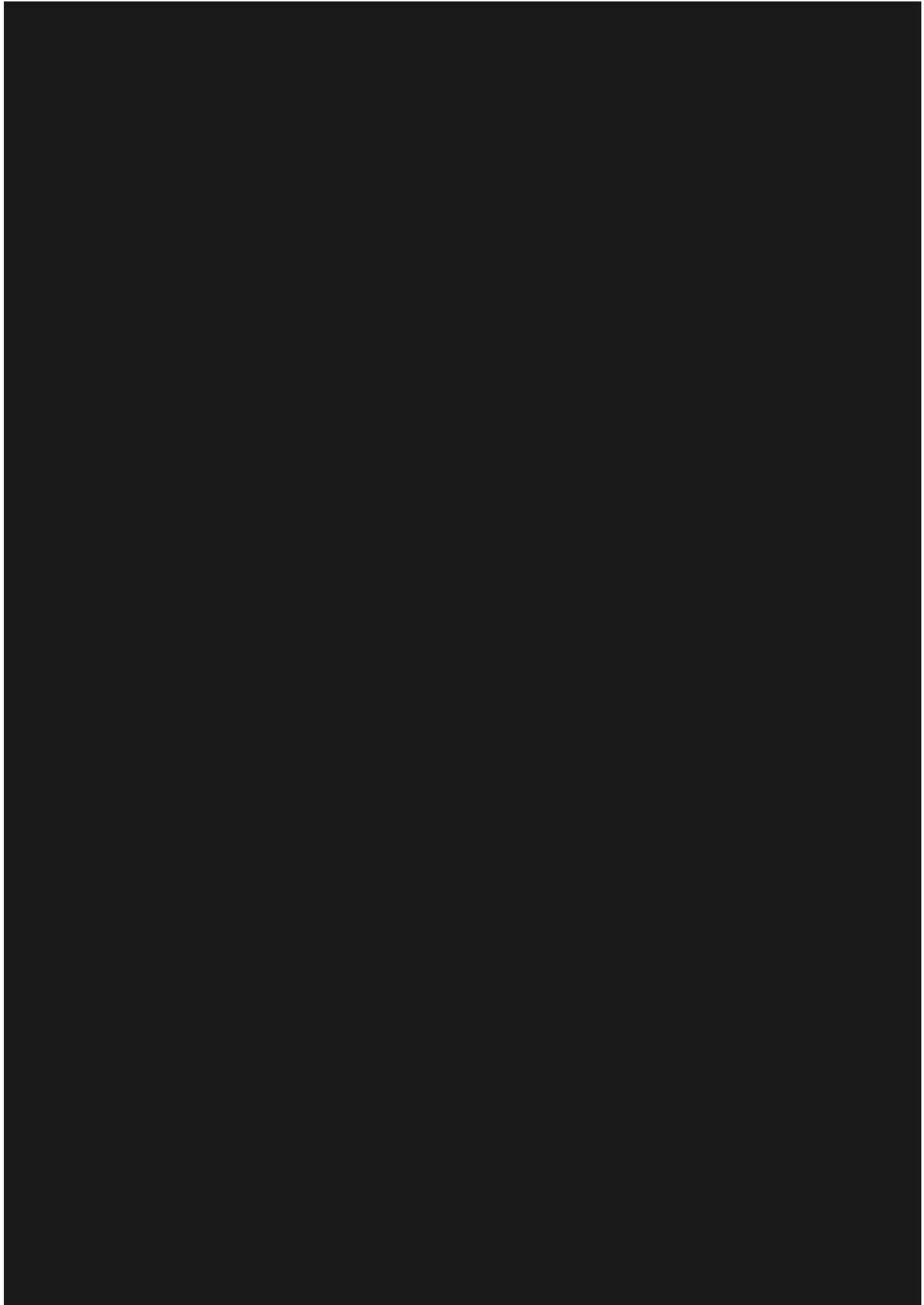


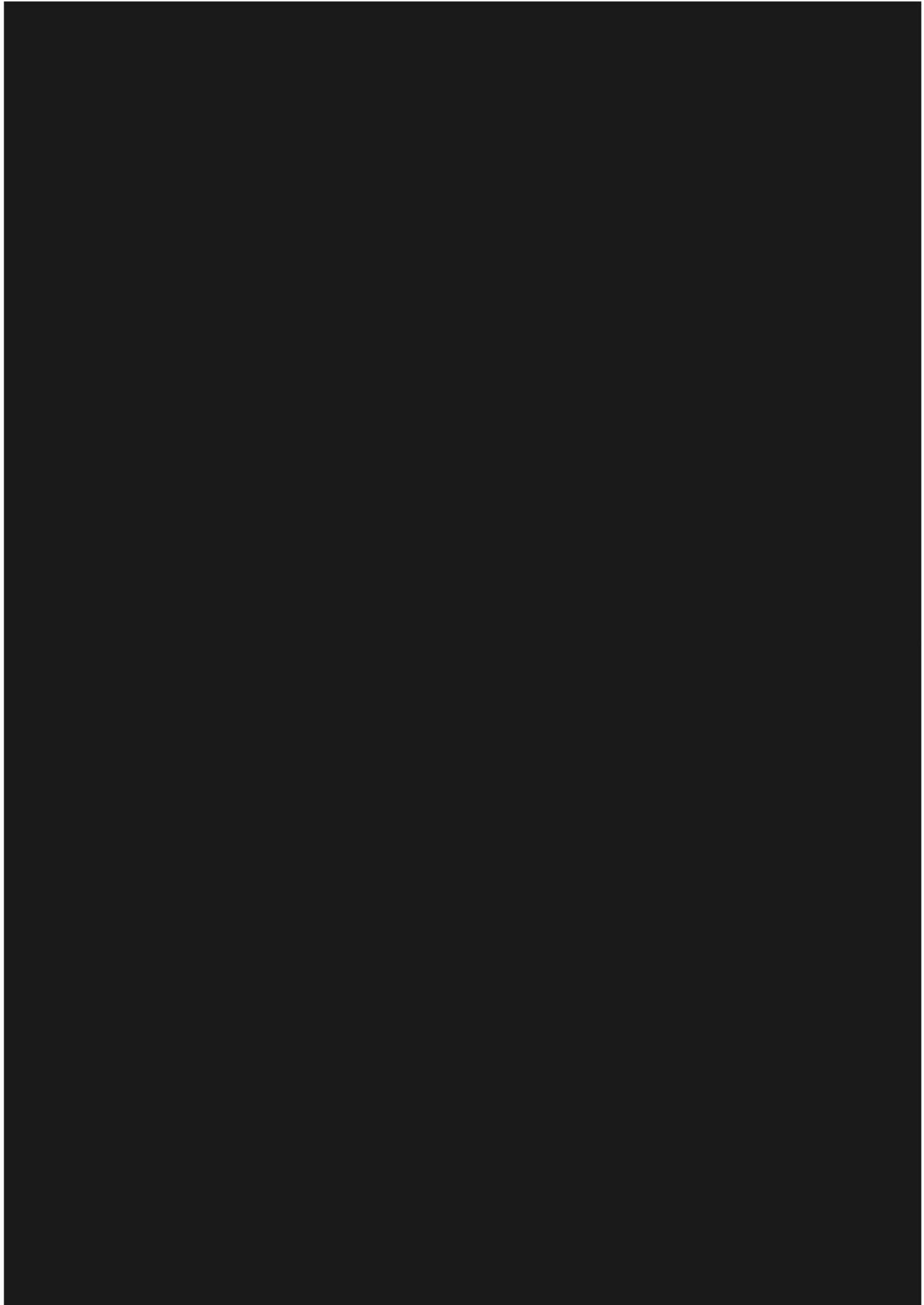


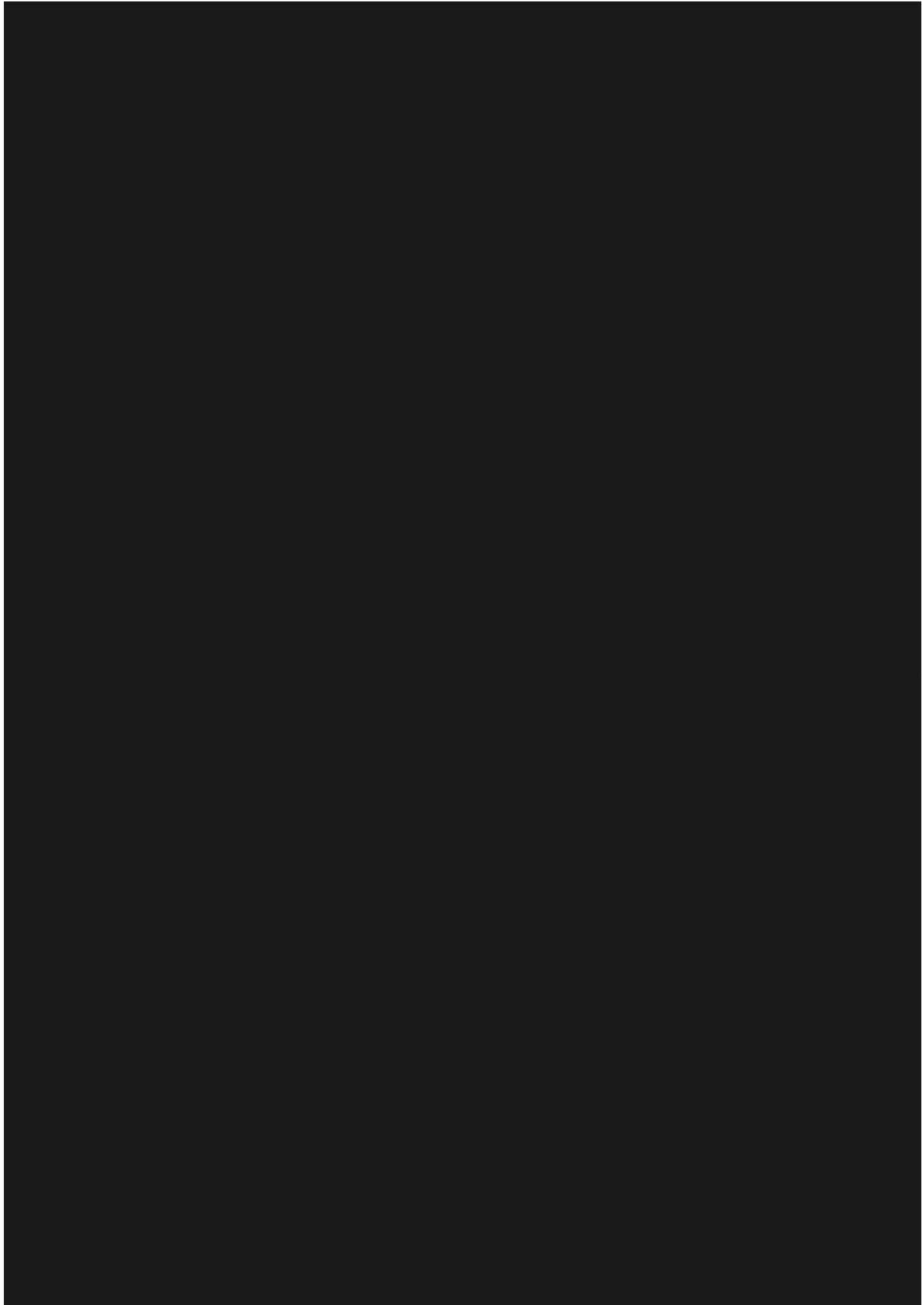


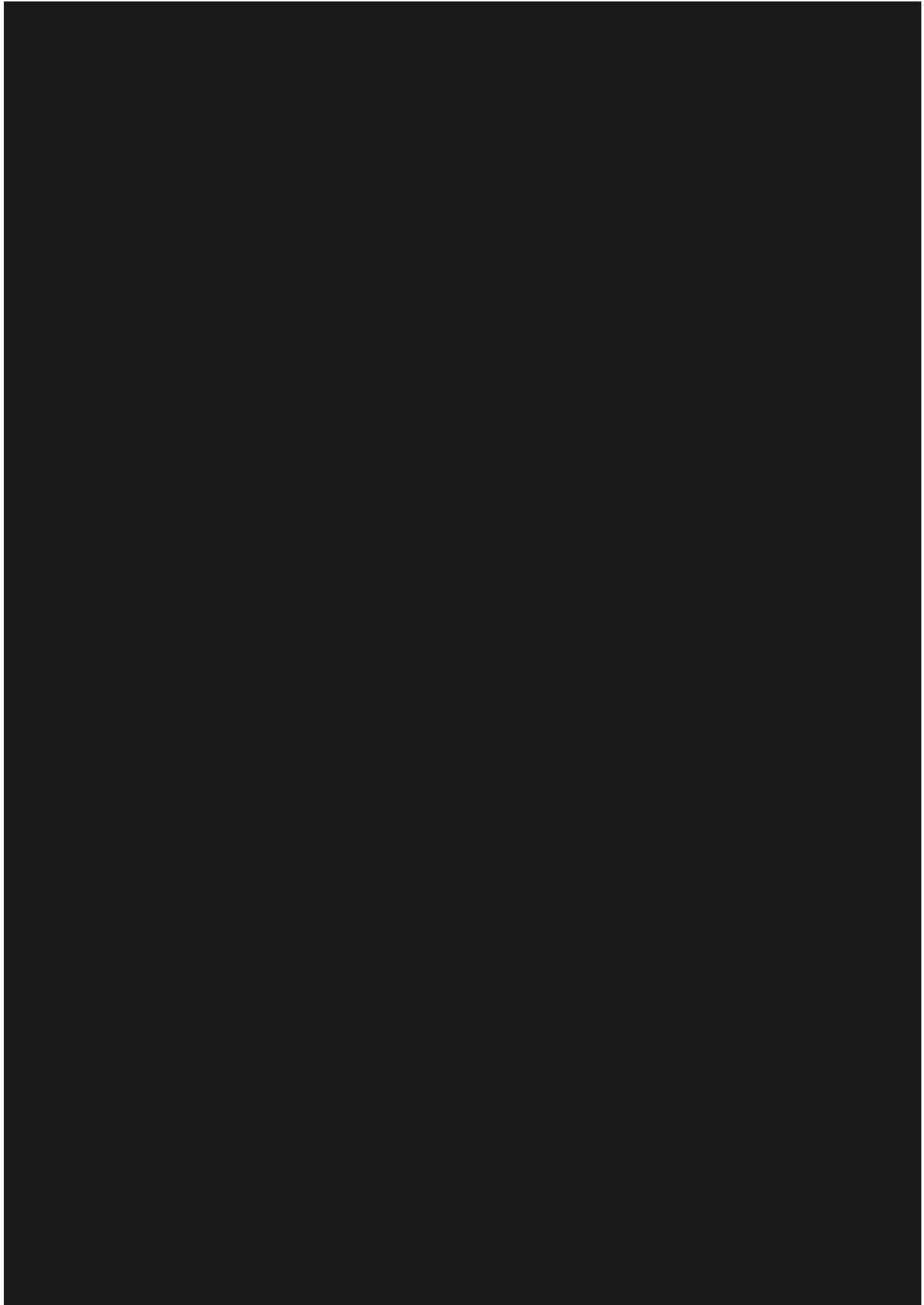


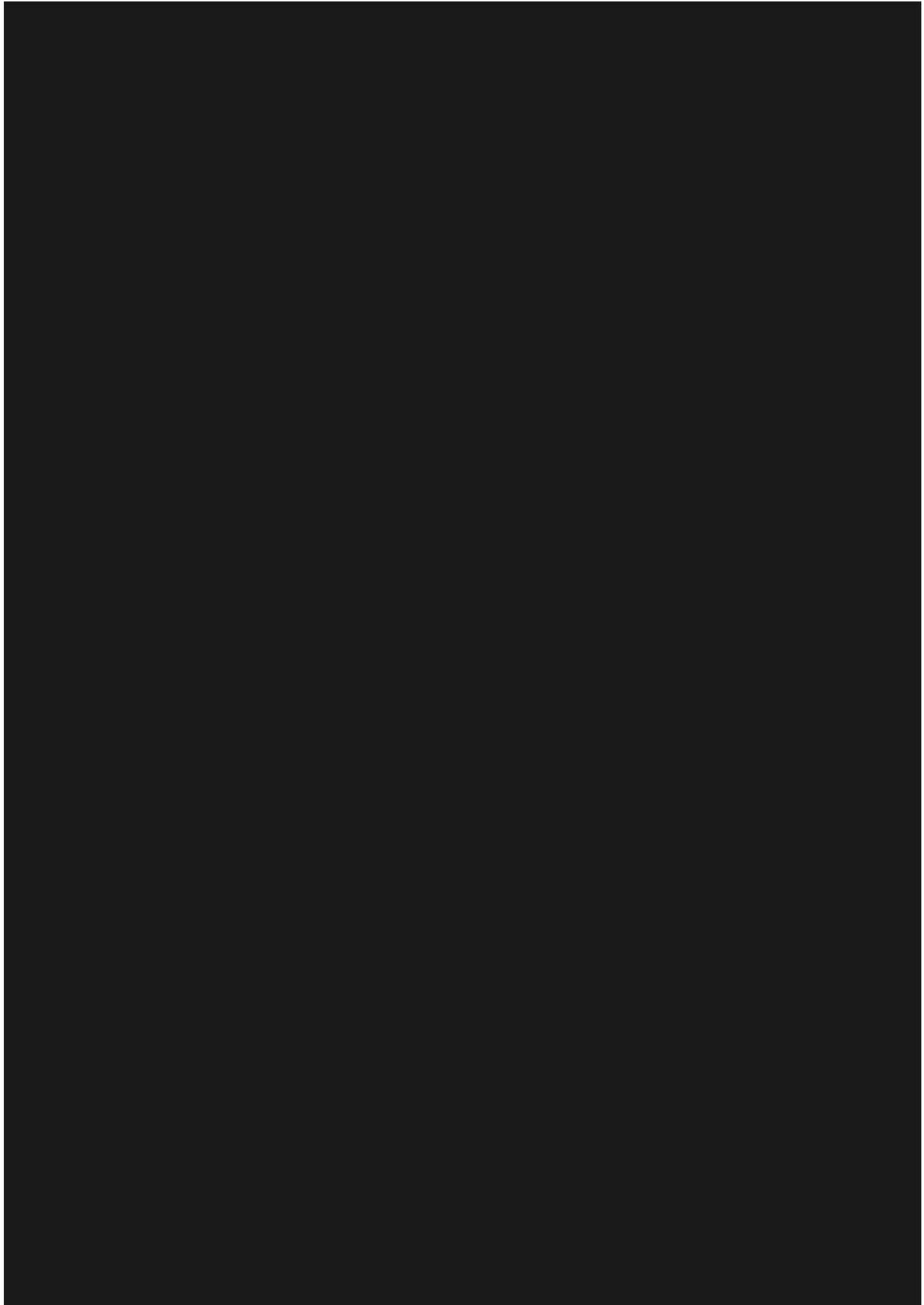


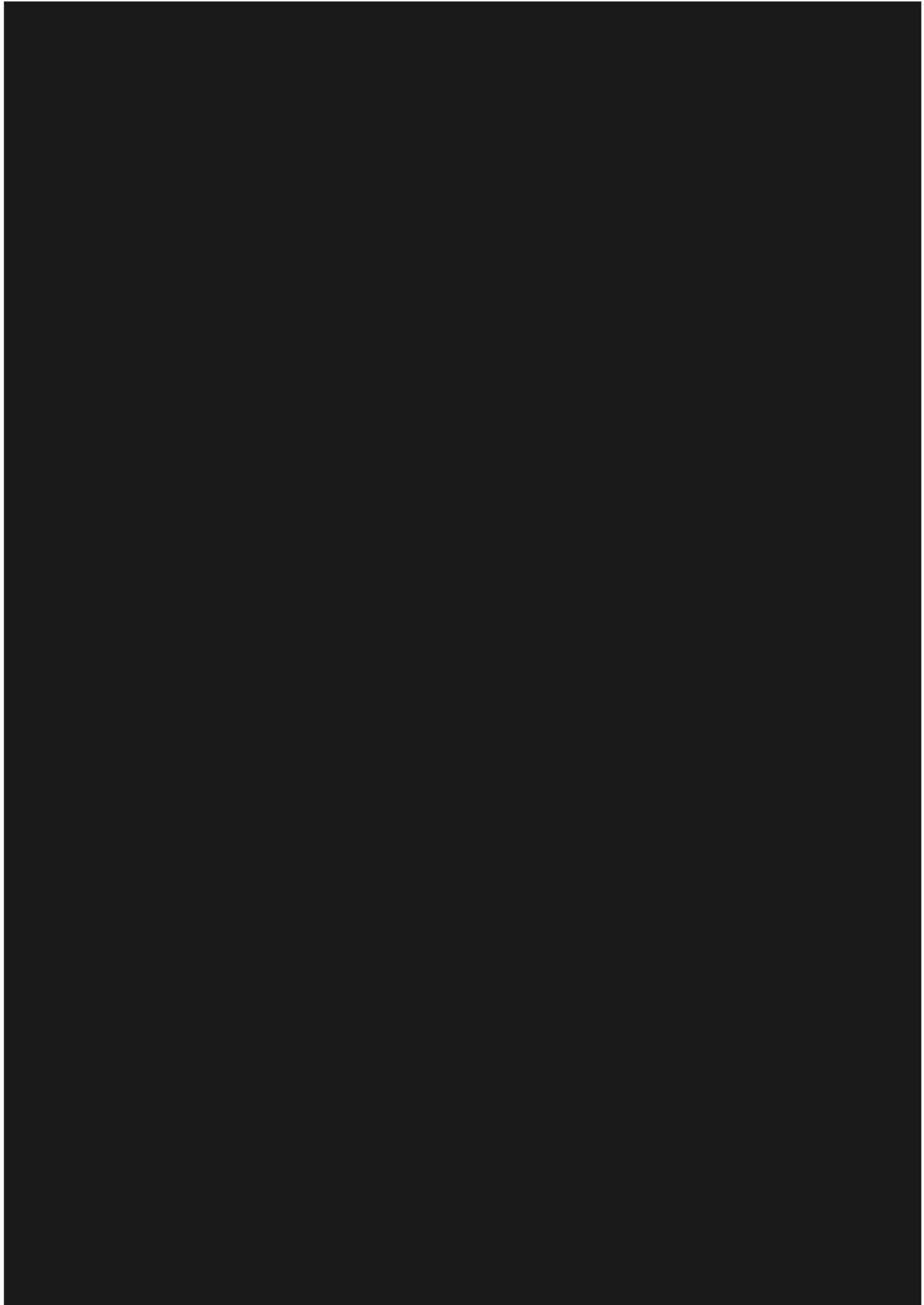


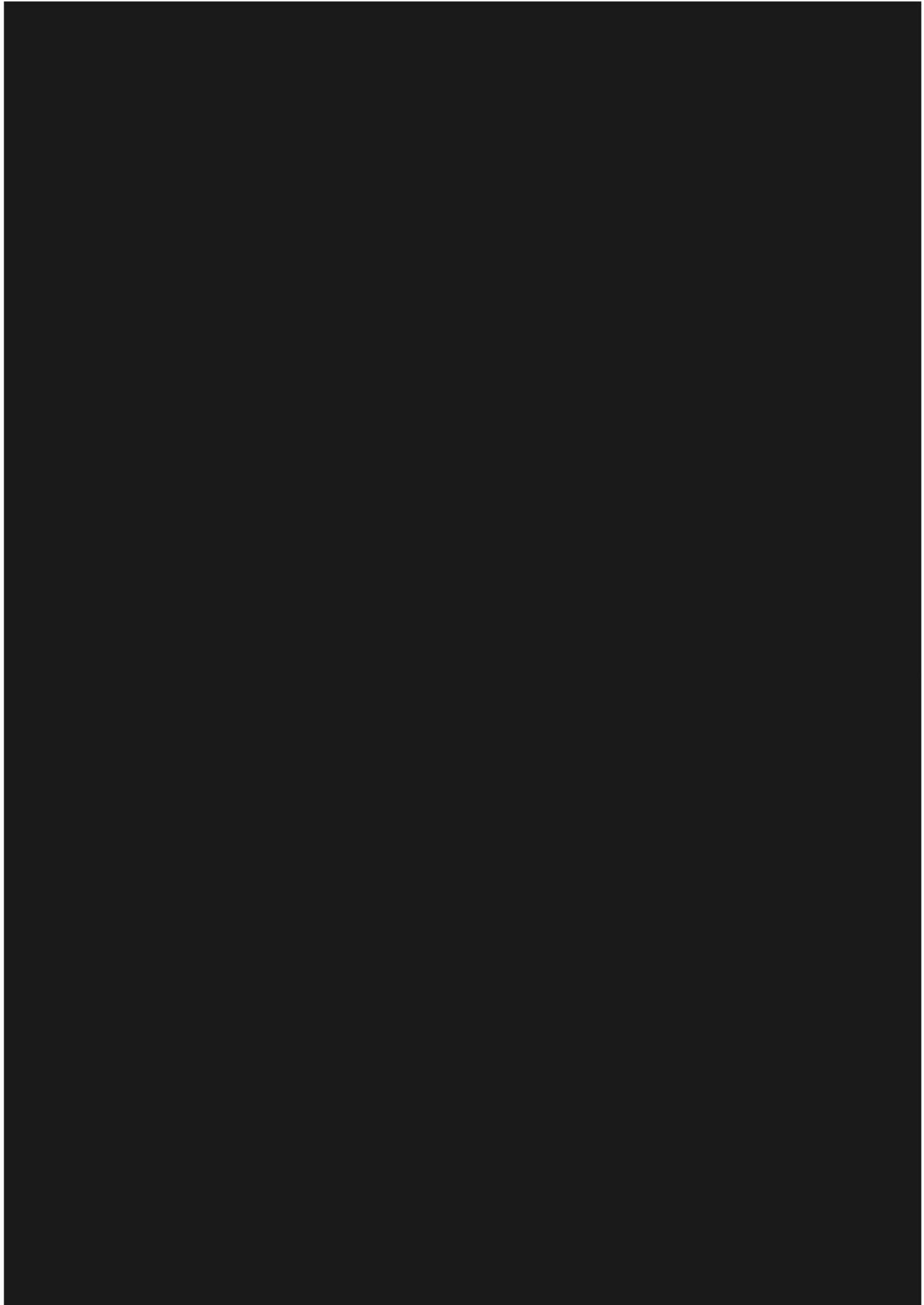


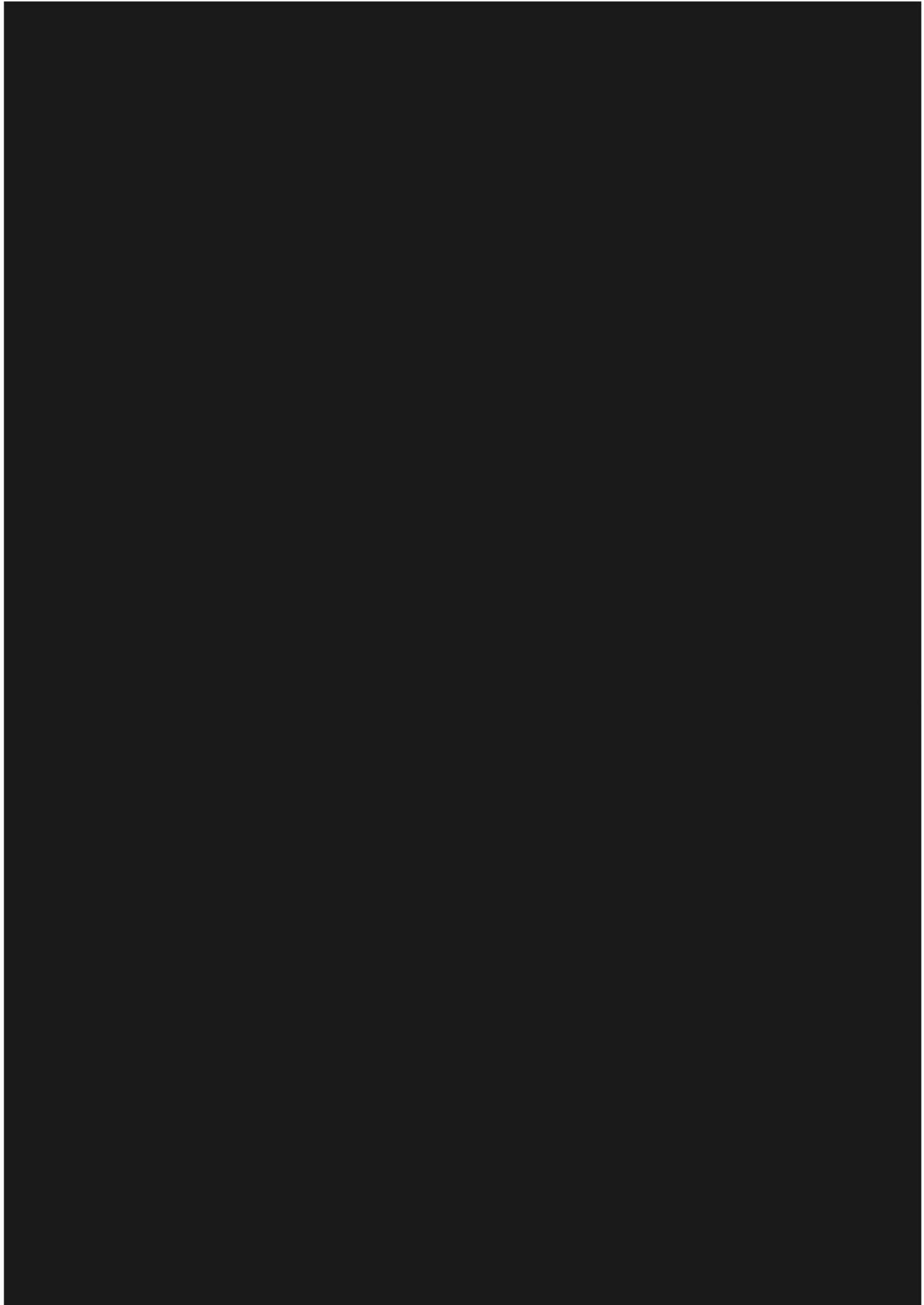


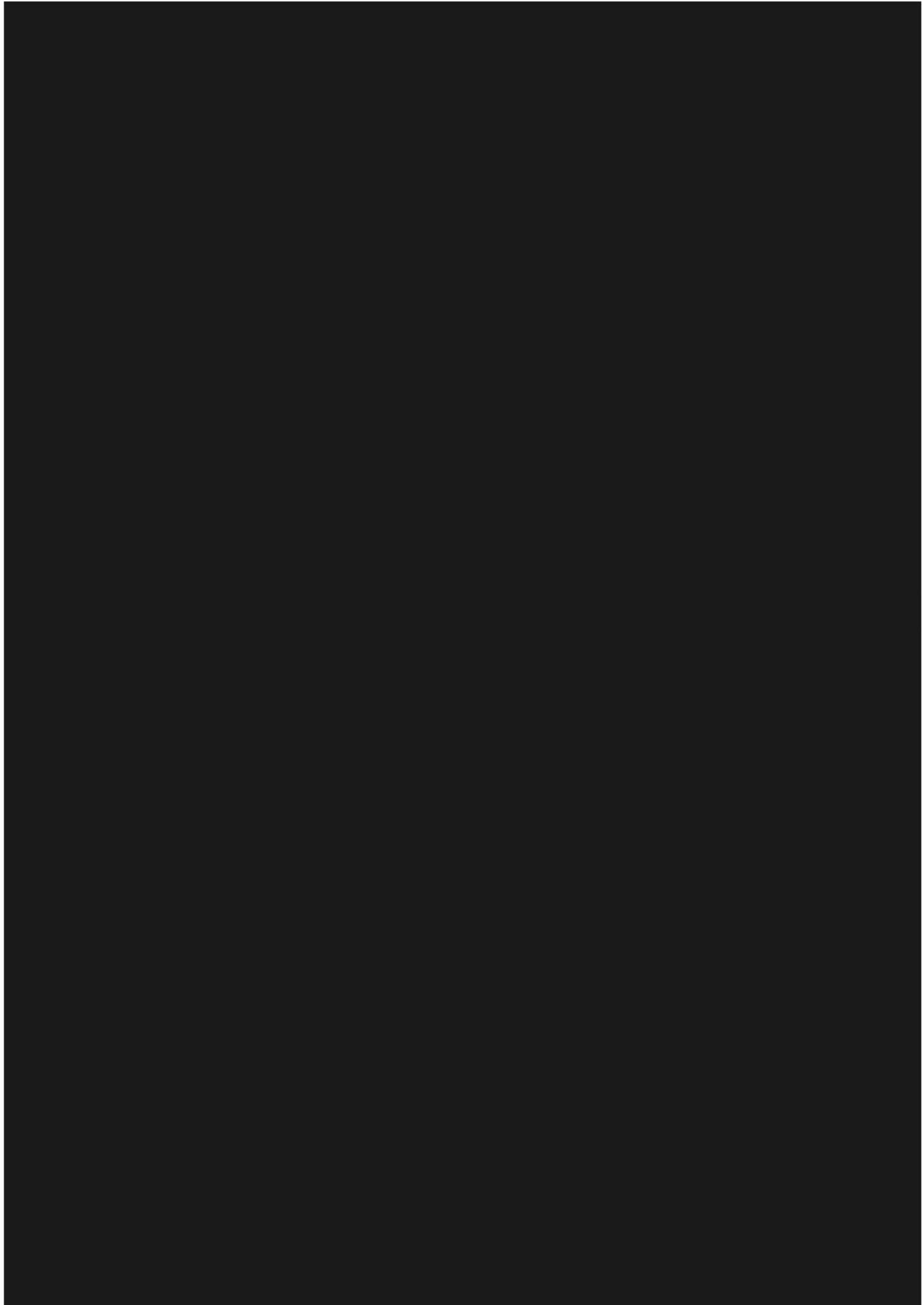


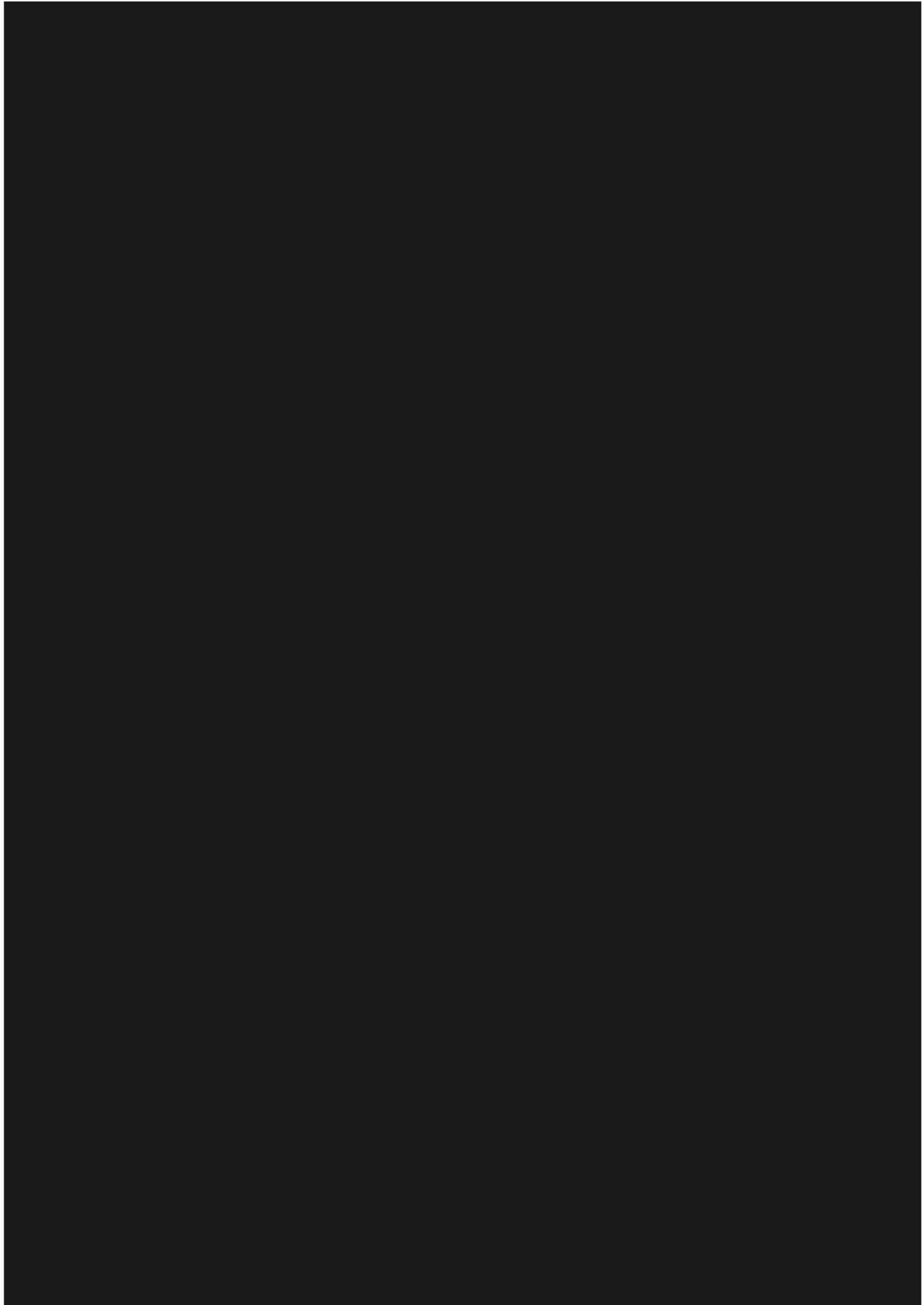


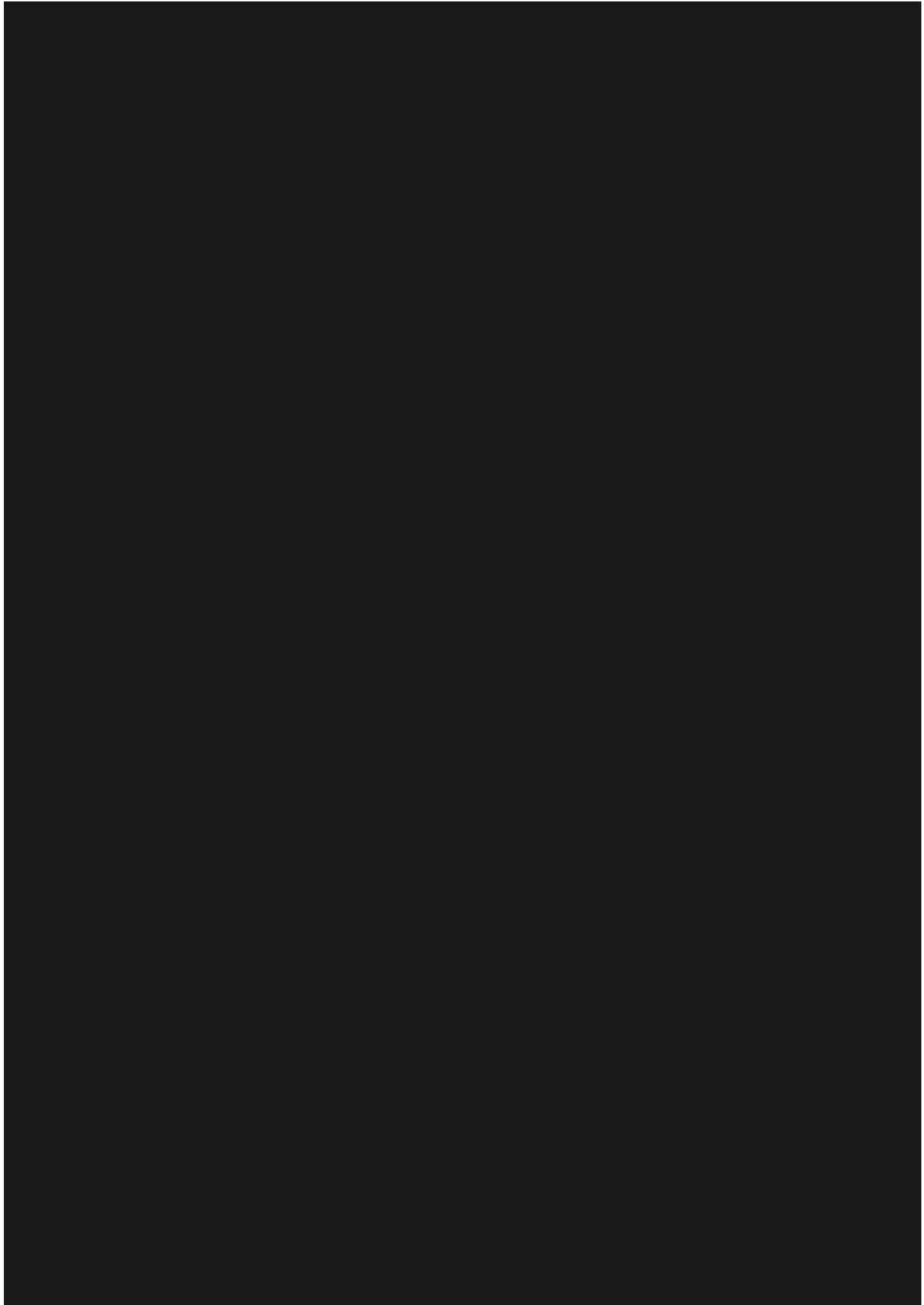


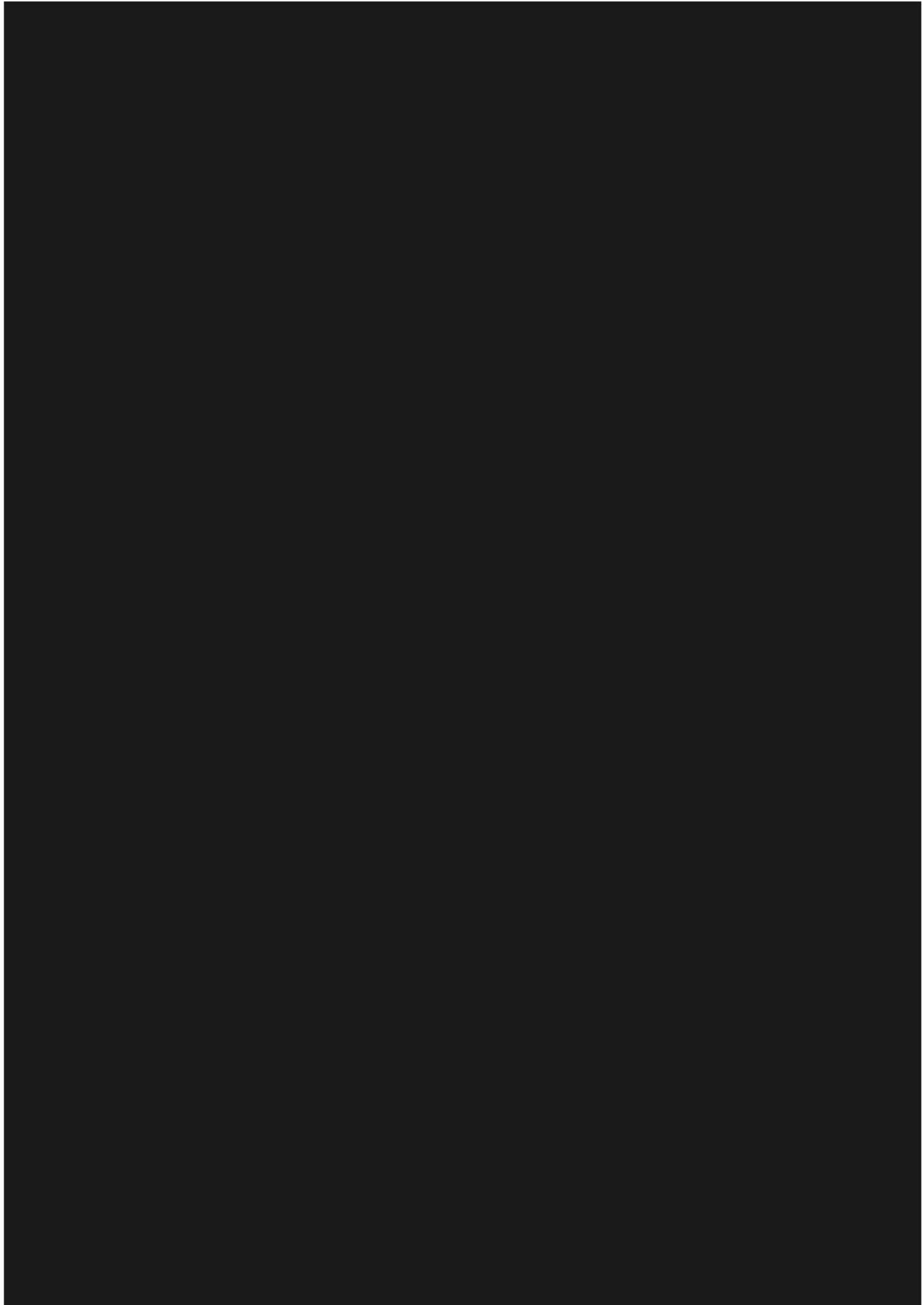


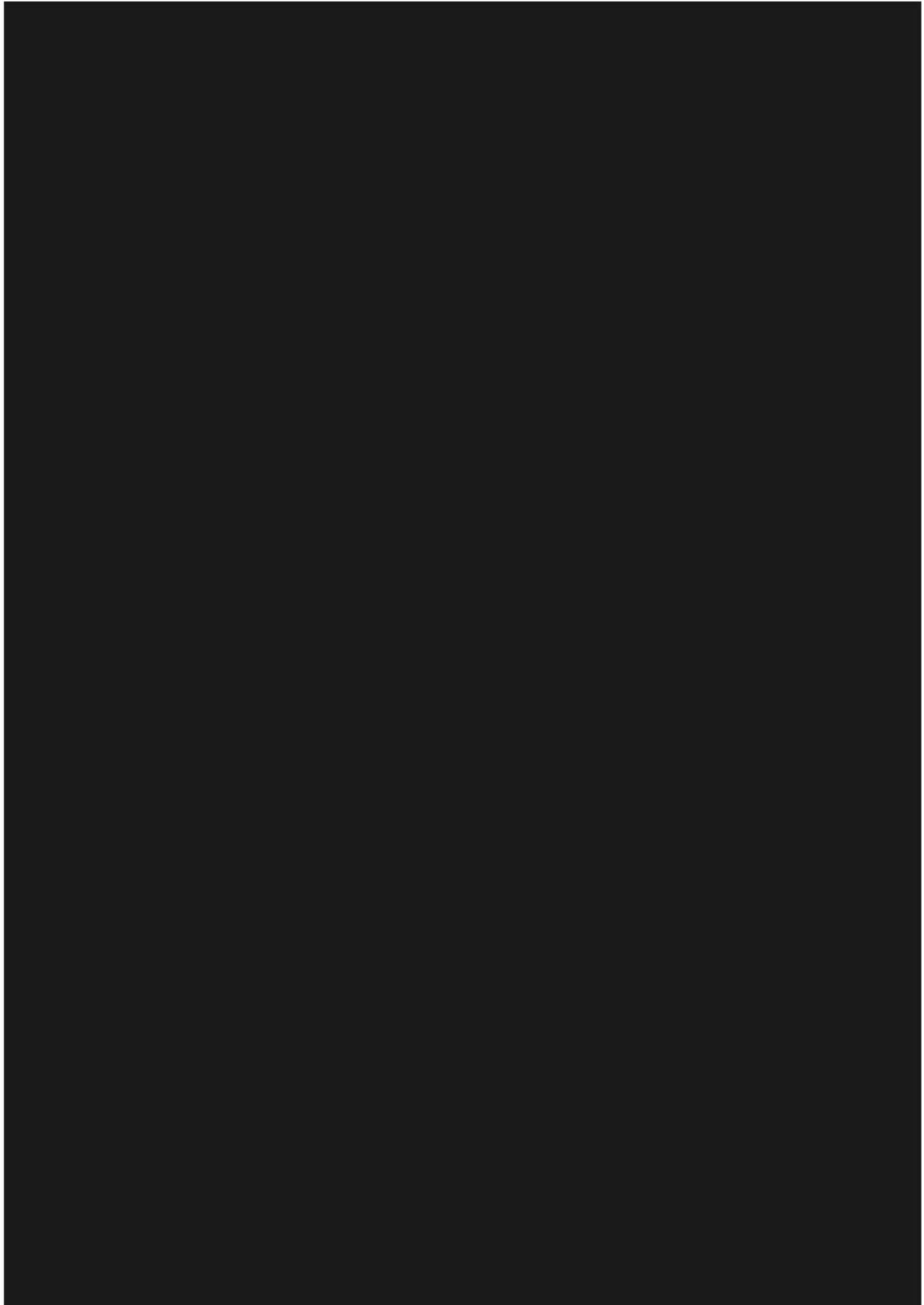


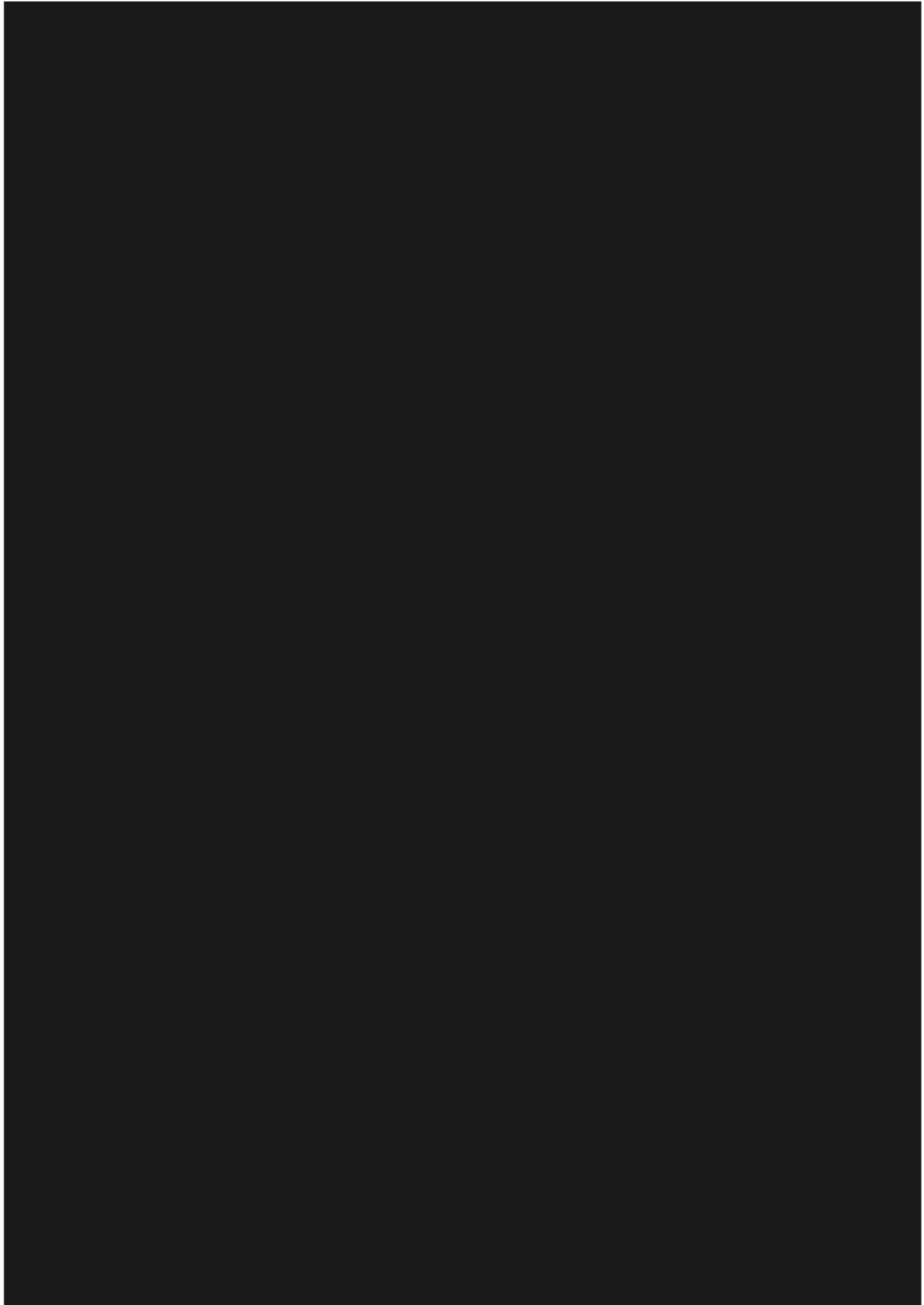


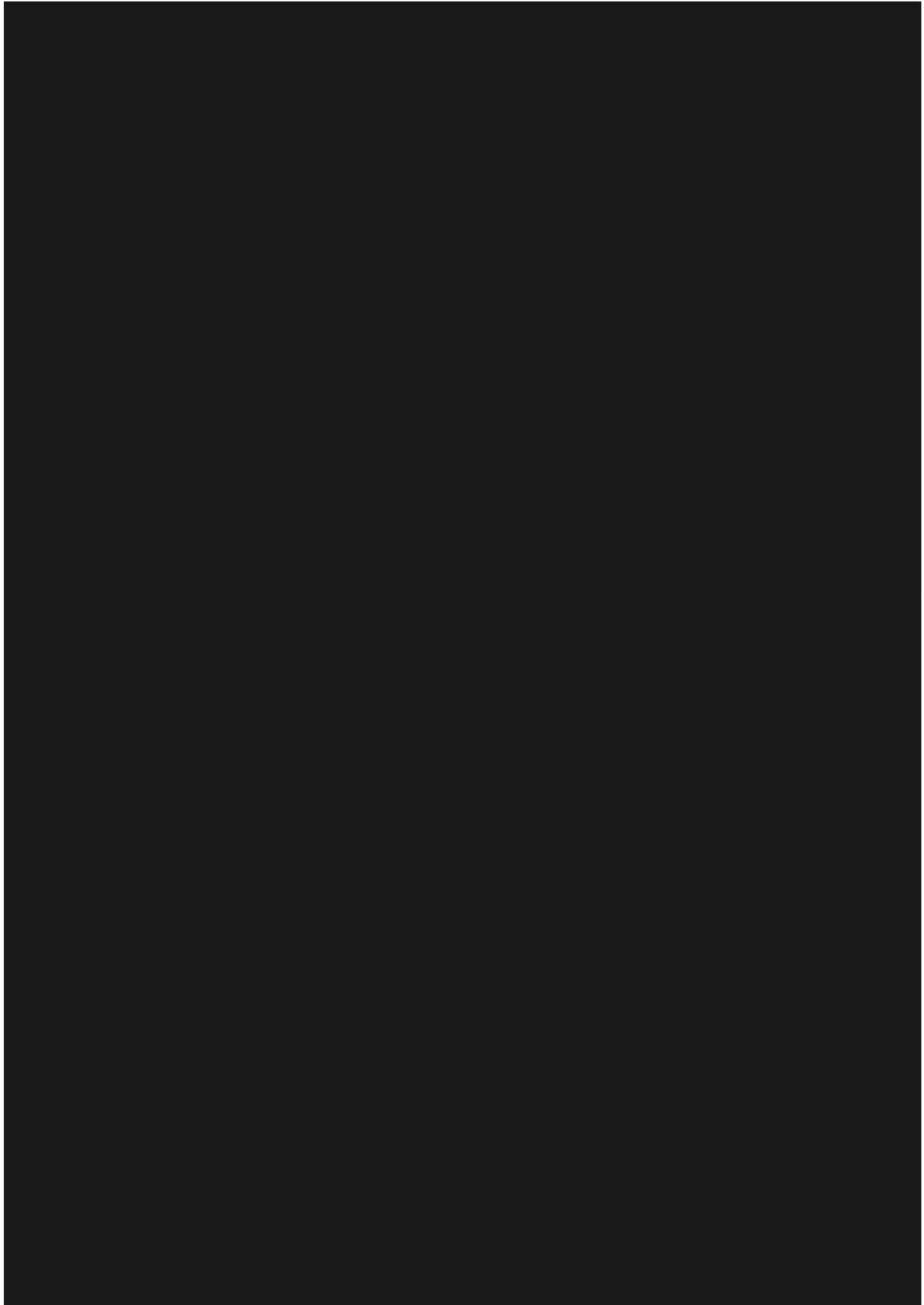


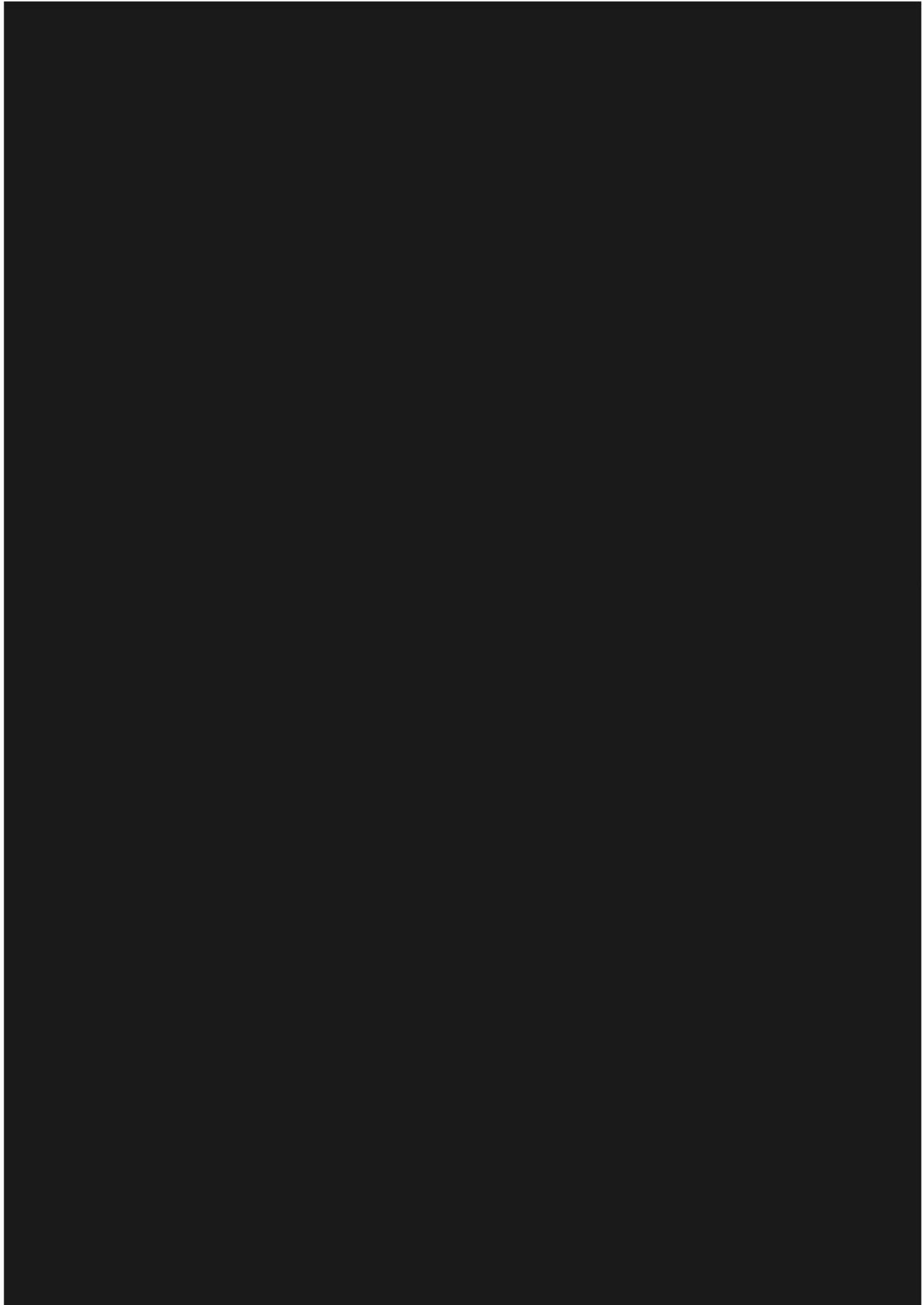


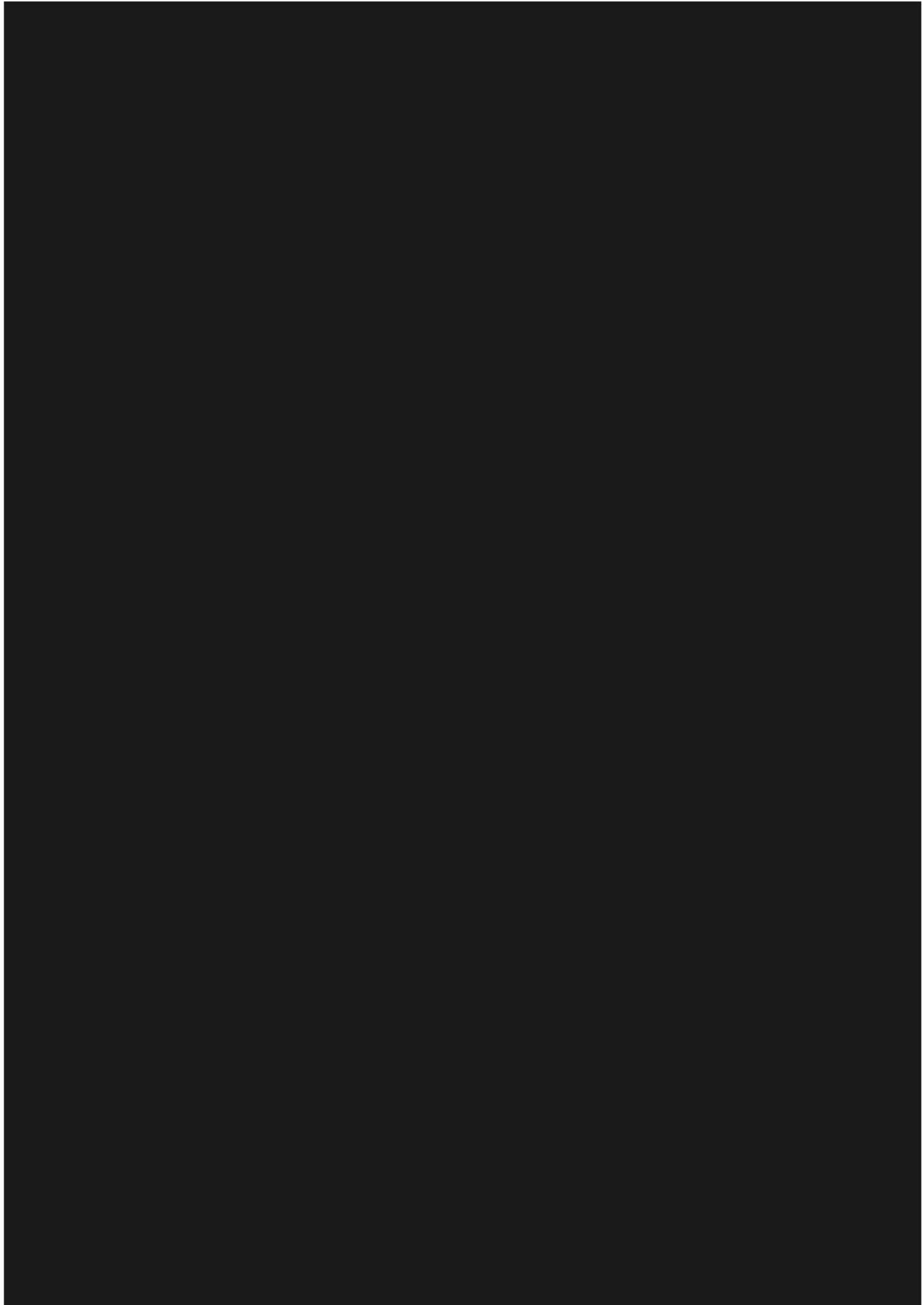












INDEPENDENT LIVING AGENCY

England & Wales - Charity number 1064099

Accounts



**Independent
Living
Agency**



AGM

2021/2022

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Mission statement/objectives

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Treasurers Report

CEO Report

Mission Statement

To support disabled people to live in a community and exercise choice and control in their lives.

Philosophy

The ILA will uphold its aims by working within the Social Model of disability and an equal opportunities framework and adopt the principles of the Independent Living movement, which states:]]

- That all human life is of value
- That anyone, whatever their impairment, is capable of exerting choices.
- That people who are disabled by society's reaction to physical, intellectual and sensory impairment and emotional distress have the right to assert control over their lives.
- That disabled people have the right to fully participate in society.

Aims:

To provide greater freedom of choice to disabled people over the age of 16 years regardless of impairment.

To maximise the potential of individual disabled people in order for them to live their own lives.

To promote the opportunities of independent living by working with individuals or groups within the community.

To access appropriate services and resources to enable disabled people to stay in their own home within the community and make choices and decisions about their daily lifestyle.

To offer a range of support options for disabled people at risk of entering or remaining in residential care.

To work in partnership with disabled people's families and friends to encourage their participation (if appropriate), to enable relatives (known as carers) to be released from the traditional caring role in society.

Objectives

The ILA will achieve its aims by providing:

1. Advice, information and support on all aspects of independent living and disability issues to both disabled and non-disabled.
2. Ongoing advice, information and advocacy to disabled people. Offering them support, both practically and emotionally to achieve and maintain the arrangements of their choice.
3. Facilitation for the above from home or from the range of services provided. This could include all aspects of independent living, i.e. personal assistance, personal domestic and financial tasks, equipment, assistance with finding, moving to and adapting suitable accommodation.
4. An invoice to Social Services requesting advance quarterly payment for support package under Direct Payment scheme or third party brokerage.
5. Support on all aspects of Personal Assistance employment, including ongoing training programmes on some or all aspects of becoming an employer (job descriptions, contracts etc). This would be via both Group work and one to one support.
6. A computerised payroll system, financial advice and administrative support and guidance for budgeting and accounts.
7. Support to enable disabled people to gain access to their services and opportunities in the community – to gain skills and knowledge – and advocate with other agencies as required.
8. Networking to liase and build up links with the care management team, day and residential services, Health Authority, housing department, the independent and voluntary sector agencies and other interested people for the purpose of promoting the service and widening the support available to disabled people.

Committee Staff & Volunteers 2021/2022

Board of trustees/Directors

Trevor Lock Chair Appointed Nov 08
Brendon Johnston company Secretary Appointed Nov 08
Doreen Lock Thresher Appointed Nov 08
Carol Johnston Vice Chair Appointed Nov 08
Marie Jenkins Appointed Jan 2015
Keith Smith Appointed March 2018

STAFF

Terry Miller CEO
Karen Herbert Deputy CEO
Klodia Quosja Senior Financial Manager left January 2022
Towhid Khan February started Senior Financial Manager
Donna Balbi Customer Relations Manager
David Sands Add Min / Kelly Pugh Add Min
Payroll Officer Abbey Fryat / Towhid Khan Accounts Officer
Sheath Stewart / Aminata Njai Payroll Officer Eric Karuchanag payroll officer
Add min Kelly Pugh / David Sands
Sharon Williams Community support worker
Carlene Thomas Community support worker
Shenay Elston Community Support worker
Sam Ockay project manager
Support Workers Wendy Turner Hope Taylor / Alexis Taylor / Lisa Large /
Domestic Staff
Debbie Storey / Tracy Goodchild / Pam Constable / Carlene Thomas

INDEPENDENT LIVING AGENCY

Registered Office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham
Essex
RM10 7FD

Tel: 020 8593 6677

Fax: 020 8592 6686

E-mail:- independentlivingagency@btconnect.com

Company Limited by Guarantee No. 3370858
Registered Charity No. 1064099

ANNUAL GENERAL MEETING
OF
BARKING & DAENHAM INDEPENDENT LIVING AGENCY
FOR 2021/2022

Agenda

1 chairs Report and Introductions

2 Apologies

3 Agree Mins of AGM 2020/2021

4 Chairs Report

5 Annual Reports

A Finance

B Adoption of Audited Accounts 2021/2022

C

Adoption of Auditor

6 CEO Report /Deputy CEO Report / Business plan launch

7 Guest Speaker (tbc)

8 Election of ILA Trustees

9 A.O.B

Refreshments And Networking

Independent Living Agency Minutes for AGM meeting.

Monday 28 October 2021 at 11.00am.

Meeting held at Dagenham Redbridge football club

Welcome and introductions by Trevor Lock Chair.

Apologies: Marie Jenkins

Minutes of the previous meeting/AGM read by Keith Smith and agreed by Doreen Lock

Treasurer's report: Doreen lock gave an overview of the year's accounts and gave an overview of raising costs terry Read a message from Titi awosika on how we raised our reserves

Chair report: gave an overview of how the ILA preformed over 2020/2021 the aims the ILA has and how we plan to move forward

He gave thanks all the staff and other trustees for all the support giving this year

Annual report: Adaption of audited accountancy 20/21 proposed by Keith Smith seconded by Trevor lock

CEO report: Terry Miller gave overview outcomes for the year project by protect. Terry thanked all the staff for their good work carried out throughout the year.

Election of trustees: All committee members ben torr and peter chand both wished to join proposed by Trevor lock seconded by Keith Smith.

A.O.B: Meeting closed 12pm.

Chairperson Report

2021 202

In last year we have grown and become more financially stable and this will support us going forward this was the best year we had for building our reserves

We have extended the lease with our landlord and will be at unit 15 till end 2027

Our services throw out the year 2021 -2022 we provide more support than before our payroll moved into new areas and we started working with CCG the feed back from our monitoring has showed that we are meeting the needs of our residents

We worked closely with adult services throw out east London and will continual to move forward in a positive way

Our floating support team have worked closely with community solutions making sure that we showed the way forward for joined working

All service has all run to budget and this year we have been able to increase our reserves and hope to do this year on year

We have updated our IT and have extended our contract with cooplys pc for another year

We have supported more residents than ever before and will listen to our residents on how we move foreword

We have helped a group of residents from a forum altogether group which we have funded

We will remain a service user lead origination

I would like to thank everyone on the ila team for all they have done over the last year

Trevor lock GM

Treasurers report 2021/22

This year has seen us increase our reserves by over £30,000 this was done through

Cutting costs and ensuring that all projects run to budget and picking up work throughout leaving covid

We have updated our server and this will be ongoing over the next two years I am very keen that the ILA staff have the latest equipment to support them to ensure our services are modern and up to date

We have won the floating support contract which runs till 2024 and look into long term funding in the end 2024 and look into how this may affect us in the long term if the service does not go out to tender we will make application to tender

Our payroll is growing week on week all our services are on budget for the year I would like to thank the team for all the feedback that I am sent to ensure that we are running on budget

We are moving forward looking over the year we can be pleased that we did not go off budget which gives me encouragement for the future

With all the uncertainty around at the moment I will ensure that the ILA will move forward and keep a tight rein on our budgets we do not know what the future holds so will be keeping a close eye on our financial situation I will meet with Titi our book keeper regularly to ensure we are all running to budgets

Our Blitz cleaning team has grown and is expanding at a fast rate and our services are price competitive

I would like to thank Titi Asworki for all the help and support she has given me over the last year without her help and support has made my job much easier

Doreen Lock

Treasurer

Charity number: 1064099
Company number: 3370858

**INDEPENDENT LIVING AGENCY
LIMITED BY GUARANTEE**

Reports and statements of financial activities

For the year ended 31 March 2022

INDEPENDENT LIVING AGENCY

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Notes to the financial statements	7 - 10

Legal and administrative information

Status

Independent Living Agency is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Charity number: 1064099 and Company number: 3370858.

Board of directors /Trustees

The trustees of the charitable company are also its directors for the purpose of charity law and company law.

The trustees/ directors who served during the year are as follows:

Doreen Lock	Treasurer
Trevor Lock	Chair
Carol Johnson	Vice Chair
Brendon Johnson	
Keith Smith	
Peter Chand	(appointed 28/11/21)
Maria Jenkins	
Ben Torr	(appointed 28/11/21)

Secretary

Doreen Lock

Company number: 3370858

Charity number: 1064099

Registered office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Independent examiner

S.S. Fakorede
2nd Floor office, 594 High Road
London N17 9TA

Business address

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Bankers

Lloyds TSB
Oxlow Lane
Dagenham
Essex, RM10 7YX

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2022

Structure, governance and management

Independent Living Agency was incorporated as a company limited by guarantee on 15th May 1997 and is governed by its Memorandum and Articles of Association.

The charity is run by the Management Committee which consists of nine officers and an elected number of members as decided at the Annual General Meeting of the charity.

The trustees who are also the charity's directors are appointed annually by the members of the company at the Annual General Meeting. Additionally new trustee(s)/ director(s) may be appointed by the existing trustees/directors, subject to a maximum of twelve.

Trustees induction and training

All the trustees are already familiar with the practical work of the charity but all new trustees undergo an orientation course to brief them on their legal obligation under the charity and company laws, the content of the Memorandum and Articles of Association of the charity. The Committee's decision making process, the business plan and recent financial performance together with Health and Safety regulations are all covered at the induction. Trustees are encouraged to attend appropriate external training events to support the role they are performing.

Objectives and activities

The objects of the charity are to promote the opportunities of independent living for disabled people, through the provision of advice, support, information and educational activities, aiding them towards equal opportunities and social integration. In addition, to maximise individual disabled peoples' potential to live their own lives with choice and control.

Part of the activities of the charity continues to be to secure continuing finance to provide consistent, supportive and stable environment for the people within its care.

Public benefit

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit.

The focus of our activities remain two fold. Firstly to provide advocacy, support, information, encouragement and assistance to disabled people living in the London Borough of Barking and Dagenham in order for them to take control of their lives.

Disabled people are encouraged to live in their own homes within the community and also help them to access appropriate services and resources.

Achievements and performance

The charity continued to provide help, support and advice on an increased scale via the Choices Project for service users with physical impairments for those aged between eighteen and sixty five.

The charity continued to provide, throughout the year, a blitz cleaning services to disabled people within the Borough of Barking and Dagenham.

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2022

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe maintaining reserves at the current levels, combined with regular review of key financial systems, will provide sufficient resources in the event of any adverse conditions arising. The directors have also examined other operational business risks faced by the charity and confirm they have established systems to mitigate significant risks.

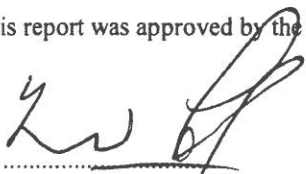
Reserve policy

The directors have considered the reserve policy and have concluded that the minimum reserve to be maintained should be at a level which ensures that the charity's core activities could continue for a period of three months during a period of unforeseen difficulty.

Based on projections for the year ending 31 March 2022 the minimum reserve would be £165,000.

This report was approved by the trustees/ directors on

and signed on its behalf by



Trevor Lock Chair

INDEPENDENT LIVING AGENCY

Independent examiner's report

To the directors of Independent Living Agency

I report on the financial statements of INDEPENDENT LIVING AGENCY for the year ended 31 March 2022 set out on pages 5 to 10. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of the company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirement of section 396 of the Companies Act 2006 and with the methods and of the Statement of Recommended Practice: Accounting and Reporting by Charities, have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S.S. Fakorede FCA, FALA

2nd Floor

594 High Road

London N17 9TA



INDEPENDENT LIVING AGENCY

Statement of financial activities

For the year ended 31 March 2022

	Notes	£	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
Incoming resources						
Grants	3		220,572	10,330	230,902	267,436
Other incomes			3,546	-	3,546	27,938
Commercial trading activities						
<i>Income from trading operations</i>			478,094	-	478,094	432,631
Total incoming resources			<u>702,212</u>	<u>10,330</u>	<u>712,542</u>	<u>728,005</u>
Expenditure						
Costs of commercial trading						
<i>Expenditure on trading operations</i>			(463,046)	-	(463,046)	(410,592)
Expenditure on charitable activities						
<i>Direct charitable expenditure</i>	4		(217,915)	(10,330)	(228,245)	(246,924)
Total charitable expenditure			<u>(680,961)</u>	<u>10,330</u>	<u>(691,291)</u>	<u>(657,516)</u>
Net incoming resources			21,251	-	21,251	70,489
Total funds brought forward			<u>167,550</u>	<u>7,953</u>	<u>175,503</u>	<u>105,014</u>
Total funds carried forward			<u>188,801</u>	<u>7,953</u>	<u>196,754</u>	<u>175,503</u>

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Balance sheet As at 31 March 2022

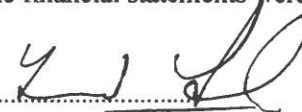
	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	6		8,502		12,200
Current assets					
Stocks		-		653	
Debtors	7	132,135		96,541	
Cash at bank and in hand		101,979		98,602	
		<u>234,114</u>		<u>195,796</u>	
Creditors: amounts falling due within one year	8	<u>(45,862)</u>		<u>(32,493)</u>	
Net current assets			<u>188,252</u>		<u>163,303</u>
Total assets less current liabilities			<u>196,754</u>		<u>175,503</u>
Funds					
Unrestricted funds			188,801		167,550
Restricted funds			7,953		7,953
			<u>196,754</u>		<u>175,503</u>

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Small Entities.

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 Companies Act 2006, and no notice has been deposited under section 476 requesting that an audit be conducted.

As directors of the company we acknowledge our responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act relating to financial statements, so far as applicable to the company.

The financial statements were approved by the Board on 22/02/2022 and signed on its behalf by:



 Trevor Lock Chair

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2022

1. Accounting policies

1.1. Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015);- Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Independent Living Agency 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 note(s).

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.2. Incoming resources

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from trading activity under the charity's management is taken into account at the time of receipt.

1.3. Resources expended

Resources expended are accounted for on an accrual basis. Expenditure is allocated in the statement of financial activities between direct charitable expenditure and governance costs. No significant costs are incurred in generating funds.

Costs of generating trading income represent expenditure incurred in the operation and management of the trading activity.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2022

3 Grant income

	Unrestricted funds £	Restricted funds £	2022 £	2021 £
London B. of Barking & Dagenham	219,122		219,122	209,701
City Bridge Trust		10,330	10,330	40,363
Arnold Clark	1,000	-	1,000	-
Rotary Club	450	-	450	660
The National Lottery Community	-	-	-	9,840
The London Community Foundation	-	-	-	6,872
	<u>220,572</u>	<u>10,330</u>	<u>230,902</u>	<u>267,436</u>

4 Direct charitable expenditure

	Unrestricted Fund £	Restricted Fund £	Total 2022 £	2021 £
Support costs (see note 5)	164,367	10,330	174,697	187,041
Staff training	2,167		2,167	6,163
Rent	11,238		11,238	10,747
Insurance	3,155		3,155	2,769
Light and heat	1,657		1,657	1,568
Repairs and maintenance	4,707		4,707	1,568
Printing, postage and stationery	6,385		6,385	8,560
Advertising	282		282	1,187
Telephone	5,895		5,895	6,188
Computer consumables	881		881	4,028
Travelling expenses	1,169		1,169	1,736
Consultancy fees	4,953		4,953	3,701
Governance costs (see note 5)	3,375		3,375	3,175
Bad debts			-	1,565
Clerical Support costs	3,212		3,212	3,047
Staff cost	756		756	786
General expenses	3,533		3,533	2,855
Bank charges	183		183	240
	<u>217,915</u>	<u>10,330</u>	<u>228,245</u>	<u>246,924</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2022

5 Analysis of governance and support costs

	Support costs	Governance costs	2021
	2022		£
	£	£	
Staff costs	174,662	-	172,821
Clerical costs	-	3,047	2,921
Accountancy services	-	3,175	3,375
General office costs	3,533	-	3,593
	<u>174,662</u>	<u>6,222</u>	<u>183,711</u>

6 Tangible fixed assets

	Office Equipment	Motor vehicle	Total
	£	£	£
Cost			
At 31 March 2022	11,497	4,800	16,297
Depreciation			
At 1 April 2021	2,597	1,500	4,097
Charge for the year	2,498	1,200	3,698
At 31 March 2022	5,095	2,700	7,795
Net book values			
At 31 March 2022	6,402	2,100	8,502
At 31 March 2021	8,900	3,300	12,200

7 Debtors

	2022	2021
	£	£
Trade debtors	112,229	77,356
Prepayments	19,906	19,185
	<u>132,135</u>	<u>96,541</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2022

8 Creditors: amounts falling due within one year

	2022	2021
	£	£
Payments received on account	16,700	13,793
Trade creditors	6,028	8,516
Other Taxes and social security costs	7,066	3,480
Sundry creditors	12,265	1,964
Accruals	3,803	4,740
	<u>45,862</u>	<u>32,493</u>

9 Employees

Number of employees

The average monthly numbers of employees during the year were:

2022	2021
Number	Number
25	22
<u>25</u>	<u>22</u>

Employment costs

	2022	2021
	£	£
Wages and salaries	164,322	170,064
Social security costs	10,375	16,977
	<u>174,697</u>	<u>187,041</u>

No employee earned more than £50,000 per annum

CEO REPORT 21/22

The independent living agency has gone forward in a positive way in the last year we increased the Blitz cleaning team and this has grown in the last year to a high-level service which has been complemented by all those that has made referrals the blitz cleaning bid for the tender and I'm pleased to say that we have won a 3 year contract to carry on supporting our residents

we have as a team worked tirelessly through covid lock down and this was very much the whole ILA pulling together

All the services are running on budget and we are always looking at new funding streams so we can support local residents this year we have increased our reserves and had positive feedback from the auditor

Floating support team has worked in partnership with community solutions in supporting local residents to stay in their own homes we have increased the referrals and support more residents than ever before this has been difficult with the rollout of UC and placed a huge strain on local services and residents I'm happy to say that we brought in Carline Thomas to the team and she has settled in well and the team are moving forward in a positive way. We have won the tender to run for two more years which will mean our team can carry on with the service we provide

Financial management team and payroll service has grown in size and we have had staff changes and more service users who use the service it has now been operating over 14 years and year on year grows in strength the appointment side of the team is growing slowly but the work that is being done is making a huge difference to our residents in staying in their homes and giving choice and control back to them we are now working to increase this service as we are seeing real benefits to residents

Equipment service has slowed down but still a vital part of our service to residents we will look at new ways to take this forward in the next 12 months due to covid it has been left but moving forward we aim to rebuild the service

INDEPENDENT LIVING AGENCY

England & Wales - Charity number 1064099

Accounts



**Independent
Living
Agency**



AGM

2020/2021

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Business Plan

Mission Statement

To support disabled people to live in a community and exercise choice and control in their lives.

Philosophy

The ILA will uphold its aims by working within the Social Model of disability and an equal opportunities framework and adopt the principles of the Independent Living movement, which states:]]

- That all human life is of value
- That anyone, whatever their impairment, is capable of exerting choices.
- That people who are disabled by society's reaction to physical, intellectual and sensory impairment and emotional distress have the right to assert control over their lives.
- That disabled people have the right to fully participate in society.

Aims:

To provide greater freedom of choice to disabled people over the age of 16 years regardless of impairment.

To maximise the potential of individual disabled people in order for them to live their own lives.

To promote the opportunities of independent living by working with individuals or groups within the community.

To access appropriate services and resources to enable disabled people to stay in their own home within the community and make choices and decisions about their daily lifestyle.

To offer a range of support options for disabled people at risk of entering or remaining in residential care.

To work in partnership with disabled people's families and friends to encourage their participation (if appropriate), to enable relatives (known as carers) to be released from the traditional caring role in society.

Objectives

The ILA will achieve its aims by providing:

1. Advice, information and support on all aspects of independent living and disability issues to both disabled and non-disabled.
2. Ongoing advice, information and advocacy to disabled people. Offering them support, both practically and emotionally to achieve and maintain the arrangements of their choice.
3. Facilitation for the above from home or from the range of services provided. This could include all aspects of independent living, i.e. personal assistance, personal domestic and financial tasks, equipment, assistance with finding, moving to and adapting suitable accommodation.
4. An invoice to Social Services requesting advance quarterly payment for support package under Direct Payment scheme or third party brokerage.
5. Support on all aspects of Personal Assistance employment, including ongoing training programmes on some or all aspects of becoming an employer (job descriptions, contracts etc). This would be via both Group work and one to one support.
6. A computerised payroll system, financial advice and administrative support and guidance for budgeting and accounts.
7. Support to enable disabled people to gain access to their services and opportunities in the community – to gain skills and knowledge – and advocate with other agencies as required.
8. Networking to liaise and build up links with the care management team, day and residential services, Health Authority, housing department, the independent and voluntary sector agencies and other interested people for the purpose of promoting the service and widening the support available to disabled people.

Committee Staff & Volunteers 2019/2020

Board of trustees/Directors

Trevor Lock Chair Appointed Nov 08
Brendon Johnston company Secretary Appointed Nov 08
Doreen Lock Thresher Appointed Nov 08
Carol Johnston Vice Chair Appointed Nov 08
Marie Jenkins Appointed Jan 2015
Keith Smith Appointed March 2018

STAFF

Terry Miller CEO
Karen Herbert Deputy CEO
Klodia Quosja Senior Financial Manager
Donna Balbi Customer Relations Manager
David Sands Add Min / Kelly Pugh Add Min
Sky Nelson Peer support broker Co Ordinator
Payroll Officer abbey fryat / Towhid Khan Accounts Officer
Chang Guah Payroll Officer/ Aminata Njai Payroll Officer Eric Karuchanag

Add min kelly Pugh /David sands

Sharon Williams Community support worker
Tanya Larkin Community support worker

Shenay Elston Community Support worker

Support Workers Wendy Turner Hope Taylor /Alexis Taylor

Domestic Staff

Debbie Storey / Tracy Goodchild /Pam Constable /Carlene Thomas

INDEPENDENT LIVING AGENCY

Registered Office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham
Essex
RM10 7FD

Tel: 020 8593 6677

Fax: 020 8592 6686

E-mail:- independentlivingagency@btconnect.com

Company Limited by Guarantee No. 3370858
Registered Charity No. 1064099

ANNUAL GENERAL MEETING
OF
BARKING & DAENHAM INDEPENDENT LIVING AGENCY
FOR 2020/2021

Agenda

1 chairs Report and Introductions

2 Apologies

3 Agree Mins of AGM 2019/2020

4 Chairs Report

5 Annual Reports

A Finance

B Adoption of Audited Accounts 2020/2021

C Adoption of Auditor

6 CEO Report /Deputy CEO Report / Business plan launch

7 Guest Speaker (tbc)

8 Election of ILA Trustees

9 A.O.B

Refreshments And Networking

**Independent Living Agency
Annual General Meeting
Held on 26 feb 2021 @12am
ILA office via zoom**

Minutes of the Meeting

Apologies B Johnston C Johnston

Welcome by Trevor Lock he thanked everyone for coming; he introduced all members of the management committee.

Minutes of the previous meeting – Proposed by D lock Seconded by K Smith

Chairs Report

Trevor thanked everyone for coming again; he spoke about how ILA has progressed in the last year and how hard everybody had worked, he also spoke about the dedication show by everyone within ILA throw covit 19 . He made a special comment around the volunteers who are the life blood of the organization. He thanked sky nelson for hoisting via zoom

Treasurers Report

Read by Doreen Lock who gave an overview of the year and said how we increased our reserves and gave an overview of the auditor's report

The adoption of the accounts was agreed proposed by, t lock and K smith

Chief Executive Report

Terry gave an overview of the year and all the different services. And work carried out throw covit

Nominations for committee

All committee wish to stay on was all real elected on mass

A.O.B

Chairperson Report

2020 2021

In last year we have grown and become more financially stable and this will support us going forward

We have extended the lease with our landlord and will be at unit 15 till end 2023

The ILA stepped in with a new service covid 19 Emergency Support service and I can only say that we meet the many changing needs for our community

We have a new business plan and my fellow trustee Keith Smith lead on this and I know how hard he worked on this project please see copy of the ILA business plan 2021-2024

Our services through out the year 2020 -2021 we provide more support than before our payroll moved into new areas and the feedback from our monitoring has showed that we are meeting the needs of our residents

We worked closely with adult services through out east London and will continue to move forward in a positive way

Our floating support team have worked closely with community solutions making sure that we showed the way forward for joined working

All services have all run to budget and this year we have been able to increase our reserves and hope to do this year on year

We have updated our IT and have extended our contract with Cooplys PC for another year

We will ensure that throughout the covid 19 we will be ready to meet our residents needs

We have supported more residents than ever before and will listen to our residents on how we move forward

We will remain a service user lead organisation

I would like to thank everyone on the ILA team for all they have done over the last year

Trevor Lock GM

Treasurers report 2020/21

This year has seen us increase our reserves by £63,000 this was done through cutting costs and ensuring that all projects run to budget and picking up work throughout covid

We have updated our software and this will be ongoing over the next two years I am very keen that the ILA staff have the latest equipment to support them to ensure our services are modern and up to date

We must be aware that the floating support contract is due to end in Feb 2021 and look into how this may affect us in the long term if it is going out to tender we will make application to tender

Our payroll is growing week on week all our services are on budget for the year I would like to thank the team for all the feedback that I am sent to ensure that we are running on budget

We are moving forward looking over the year we can be pleased that we did not go off budget which gives me encouragement for the future

With all the uncertainty around at the moment I will ensure that the ILA will move forward and keep a tight rein on our budgets we do not know what the future holds so will be keeping a close eye on our financial situation I will meet with Titi regularly to ensure we are all running to budgets

Our Blitz cleaning team has grown and is expanding at a fast rate and our services are price competitive

I would like to thank Titi Asworki for all the help and support she has given me over the last year without her help and support has made my job much easier

Doreen Lock

Treasurer

Charity number: 1064099
Company number: 3370858

**INDEPENDENT LIVING AGENCY
LIMITED BY GUARANTEE**

Reports and statements of financial activities

For the year ended 31 March 2021

INDEPENDENT LIVING AGENCY

Contents

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Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 10

Legal and administrative information

Status

Independent Living Agency is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. Charity number: 1064099 and Company number: 3370858.

Board of directors /Trustees

The trustees of the charitable company are also its directors for the purpose of charity law and company law.

The trustees/ directors who served during the year are as follows:

Doreen Lock	Treasurer
Trevor Lock	Chair
Carol Johnson	Vice Chair
Brendon Johnson	
Keith Smith	
Maria Jenkins	

Secretary

Doreen Lock

Company number: 3370858

Charity number: 1064099

Registered office

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Independent examiner

S.S. Fakorede
2nd Floor, 594 High Road
London N17 9TA

Business address

Unit 15 Dagenham Business Centre
123 Rainham Road North
Dagenham, Essex RM10 7FD

Bankers

Lloyds TSB
Oxlow Lane
Dagenham
Essex, RM10 7YX

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2021

Structure, governance and management

Independent Living Agency was incorporated as a company limited by guarantee on 15th May 1997 and is governed by its Memorandum and Articles of Association.

The charity is run by the Management Committee which consists of nine officers and an elected number of members as decided at the Annual General Meeting of the charity.

The trustees who are also the charity's directors are appointed annually by the members of the company at the Annual General Meeting. Additionally new trustee(s)/ director(s) may be appointed by the existing trustees/directors, subject to a maximum of twelve.

Trustees induction and training

All the trustees are already familiar with the practical work of the charity but all new trustees undergo an orientation course to brief them on their legal obligation under the charity and company laws, the content of the Memorandum and Articles of Association of the charity. The Committee's decision making process, the business plan and recent financial performance together with Health and Safety regulations are all covered at the induction. Trustees are encouraged to attend appropriate external training events to support the role they are performing.

Objectives and activities

The objects of the charity are to promote the opportunities of independent living for disabled people, through the provision of advice, support, information and educational activities, aiding them towards equal opportunities and social integration. In addition, to maximise individual disabled peoples' potential to live their own lives with choice and control.

Part of the activities of the charity continues to be to secure continuing finance to provide consistent, supportive and stable environment for the people within its care.

Public benefit

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit. The focus of our activities remain two fold. Firstly to provide advocacy, support, information, encouragement and assistance to disabled people living in the London Borough of Barking and Dagenham in order for them to take control of their lives.

Disabled people are encouraged to live in their own homes within the community and also help them to access appropriate services and resources.

Achievements and performance

The charity continued to provide help, support and advice on an increased scale via the Choices Project for service users with physical impairments for those aged between eighteen and sixty five.

The charity continued to provide, throughout the year, a blitz cleaning services to disabled people within the Borough of Barking and Dagenham.

INDEPENDENT LIVING AGENCY

Trustees' report

For the year ended 31 March 2021

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe maintaining reserves at the current levels, combined with regular review of key financial systems, will provide sufficient resources in the event of any adverse conditions arising. The directors have also examined other operational business risks faced by the charity and confirm they have established systems to mitigate significant risks.

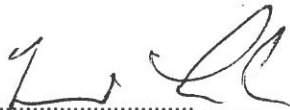
Reserve policy

The directors have considered the reserve policy and have concluded that the minimum reserve to be maintained should be at a level which ensures that the charity's core activities could continue for a period of three months during a period of unforeseen difficulty.

Based on projections for the year ending 31 March 2021 the minimum reserve would be £65,000.

This report was approved by the trustees/ directors on

and signed on its behalf by


Trevor Lock Chair


7/7/2021

INDEPENDENT LIVING AGENCY

Independent examiner's report

To the directors of Independent Living Agency

I report on the financial statements of INDEPENDENT LIVING AGENCY for the year ended 31 March 2021 set out on pages 5 to 10. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of the company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

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

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

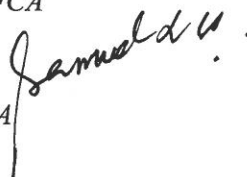
(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S.S. Fakorede FCA

2nd Floor

594 High Road

London N17 9TA



INDEPENDENT LIVING AGENCY

Statement of financial activities

For the year ended 31 March 2021

	Notes	£	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Incoming resources						
Donations					-	117
Grants	3		234,465	32,971	267,436	200,164
Other incomes			27,938	-	27,938	-
Commercial trading activities						
<i>Income from trading operations</i>			432,631	-	432,631	453,574
Total incoming resources			<u>695,034</u>	<u>32,971</u>	<u>728,005</u>	<u>653,855</u>
Expenditure						
Costs of commercial trading						
<i>Expenditure on trading operations</i>			(410,592)	-	(410,592)	(393,464)
Expenditure on charitable activities						
<i>Direct charitable expenditure</i>	4		(213,953)	(32,971)	(246,924)	(237,053)
Total charitable expenditure			<u>(624,545)</u>	<u>(32,971)</u>	<u>(657,516)</u>	<u>(630,517)</u>
Net incoming resources			70,489	-	70,489	23,338
Total funds brought forward			97,061	7,953	105,014	81,676
Total funds carried forward			<u>167,550</u>	<u>7,953</u>	<u>175,503</u>	<u>105,014</u>

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Balance sheet

As at 31 March 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	6		12,200		4,500
Current assets					
Stocks		653		625	
Debtors	7	96,541		108,276	
Cash at bank and in hand		98,602		33,596	
		<u>195,796</u>		<u>142,497</u>	
Creditors: amounts falling due within one year	8	<u>(32,493)</u>		<u>(41,983)</u>	
Net current assets			<u>163,303</u>		<u>100,514</u>
Total assets less current liabilities			<u>175,503</u>		<u>105,014</u>
Funds					
Unrestricted funds			167,550		97,061
Restricted funds			7,953		7,953
			<u>175,503</u>		<u>105,014</u>

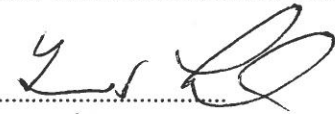
The financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Small Entities.

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 Companies Act 2006, and no notice has been deposited under section 476 requesting that an audit be conducted.

As directors of the company we acknowledge our responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act relating to financial statements, so far as applicable to the company.

The financial statements were approved by the Board on

and signed on its behalf by:


Trevor Lock

Chair

7/7/2021

The notes on pages 7 to 11 form an integral part of these financial statements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements

For the year ended 31 March 2021

1. Accounting policies

1.1. Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015);- Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Independent Living Agency 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 note(s).

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.2. Incoming resources

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from trading activity under the charity's management is taken into account at the time of receipt.

1.3. Resources expended

Resources expended are accounted for on an accrual basis. Expenditure is allocated in the statement of financial activities between direct charitable expenditure and governance costs. No significant costs are incurred in generating funds.

Costs of generating trading income represent expenditure incurred in the operation and management of the trading activity.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2021

1.4. Stock

Stock is valued at the lower of cost and net realisable value.

3 Grant income

	Unrestricted funds £	Restricted funds £	2021 £	2020 £
London B. of Barking & Dagenham	209,701	-	209,701	212,491
City Bridge Trust	7,392	32,971	40,363	34,391
Rotary Club	660	-	660	-
The National Lottery Community	9,840	-	9,840	-
The London Community Foundation	6,872	-	6,872	-
	<u>234,465</u>	<u>37,507</u>	<u>267,436</u>	<u>246,882</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2021

4 Direct charitable expenditure

	Unrestricted Fund £	Restricted Fund £	Total 2021 £	2020 £
Support costs (see note 5)	165,890	21,151	187,041	172,821
Staff training	-	6,163	6,163	7,428
Rent	10,747	-	-	12,654
Insurance	2,769	-	2,769	2,748
Light and heat	1,568	-	1,568	1,581
Repairs and maintenance	1,568	-	1,568	6,719
Printing, postage and stationery	8,044	516	8,560	7,002
Advertising	1,074	113	1,187	926
Telephone	5,884	304	6,188	5,386
Computer consumables	3,953	75	4,028	1,945
Bad debt	521	-	521	521
Travelling expenses	1,578	158	1,736	2,100
Consultancy fees	2,701	1,000	3,701	8,018
Governance costs (see note 5)	3,175	-	3,175	3,375
Bad debts	1,044	-	1,044	-
Clerical Support costs	-	3,047	3,047	-
Staff cost	786	-	786	400
Support costs	-	-	-	105
General expenses	2,411	444	2,855	3,074
Bank charges	240	-	240	250
	<u>213,953</u>	<u>32,971</u>	<u>246,924</u>	<u>237,053</u>

5 Analysis of governance and support costs

	Support costs 2,021 £	Governance costs £	2020 £
Staff costs	187,041	-	172,821
Clerical costs	-	3,047	2,921
Accountancy services	-	3,175	3,375
General office costs	<u>2,855</u>	<u>-</u>	<u>3,593</u>

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2021

6 Tangible fixed assets

	Office Equipment £	Motor vehicle £	Total £
Cost			
At 31 March 2021	11,497	4,800	16,297
Depreciation			
At 1 April 2020	-	300	300
Charge for the year	2,597	1,200	3,797
At 31 March 2021	2,597	1,500	4,097
Net book values			
At 31 March 2021	8,900	3,300	12,200
At 31 March 2020	-	4,500	4,500

7 Debtors

	2021 £	2020 £
Trade debtors	77,356	80,372
Sundry debtors	-	8,400
Prepayments	19,185	19,504
	96,541	108,276

8 Creditors: amounts falling due within one year

	2021 £	2020 £
Payments received on account	13,793	18,248
Trade creditors	8,516	9,901
Other Taxes and social security costs	3,480	9,861
Sundry creditors	1,964	598
Accruals	4,740	3,375
	32,493	41,983

INDEPENDENT LIVING AGENCY

Notes to the financial statements For the year ended 31 March 2021

9 Employees

Number of employees

The average monthly numbers of employees during the year were:

2021	2020
Number	Number
22	21

Employment costs

	2021	2020
	£	£
Wages and salaries	170,064	159,072
Social security costs	16,977	13,749
	<u>187,041</u>	<u>172,821</u>

No employee earned more than £50,000 per annum

CEO REPORT 20/21

The independent living agency has gone forward in a positive way in the last year we increased the Blitz cleaning team and this has grown in the last year to a high-level service which has been complemented by all those that has made referrals the blitz cleaning will go out to tender and the ILA will bid for the tender to ensure that we can carry on support our residents

we have as a team worked tirelessly through covid lock down and this was very much the whole ILA pulling together

All the services are running on budget and we are always looking at new funding streams so we can support local residents this year we have increased our reserves and had positive feedback from the auditor

Peer support brokers has been a great story of how we promote independence and I'm really happy to say that the feedback has been amazing the project will come to an end in July I would like to thank our funders city bridge trust for their support throughout the 5 years

Floating support team has worked in partnership with community solutions In supporting local residents to stay in their own homes we have increased the referrals and support more residents than ever before this has been difficult with the rollout of UC and placed a huge strain on local services and residents I'm happy to say that we brought in Shenay Elston to the team and she has settled in well and the team are moving forward in a positive way.

Financial management team and payroll service has grown in size and we have had staff changes and more service users who use the service it has now been operating over 13 years and year on year grows in strength the appointment side of the team is growing slowly but the work that is being done is making a huge difference to our residents in staying in their homes and giving choice and control back to them we are now working to increase this service as we are seeing real benefits to residents