



action on disability

Life beyond barriers

A Company Limited by Guarantee

Company No. 4237604

Charity No. 1091518

Report and financial statements

For the year ended

31 March 2023

Action on Disability

Report and financial statements For the year ended 31 March 2023

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Report and financial statements
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Reference and administrative information

Trustees:	Victoria Brignell, Co-Chair Cllr Sharon Holder, Co-Chair Peter Harden, Treasurer Kate Betteridge Juliana Dubuisson Donna Fenner (elected on 29 th March 2023) Mike Gannon (re-elected on 29 th March 2023) Mustafa Karim Amy Rait Angeleca Silversides Gabriella Zahzouh
Co-opted Adviser:	Patrick McVeigh
Company Secretary:	David Buxton OBE
Chief Executive:	David Buxton OBE
Company number:	4237604
Charity number:	1091518
Registered office:	Centre for Independent Living, Mo Mowlam House, Clem Atlee Court, London SW6 7BF
Auditors:	Goldwins Limited 75 Maygrove Road West Hampstead London NW6 2EG
Bankers	Lloyds Bank 417 North End Road Fulham London, SW6 1NS

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Trustees' Annual Report

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Trustees Annual Report 2022-23

The Trustees are pleased to present the annual report and accounts for the year 1st April 2022 to 31st March 2023.

Vision

To be part of, and promote, an inclusive society free of disabling barriers, where all individuals are equal.

Mission

As a user-led organisation, managed and controlled by Disabled people, our mission is to:

- Deliver high quality, professional, accessible activities which promote independent living.
- Give Disabled people the knowledge and confidence about their rights, enabling them to access opportunity, make choices and live independently.
- Campaign for the rights of Disabled people and influence local and national policy and practice.



Achievements and performance 2022-23

Employment Service

This year is the 10th anniversary of our once small employment project, set up to support 12 young Disabled people and provide a job club to support Disabled residents looking for work. Over the last 10 years, as a result of this project, AoD has supported a total of 521 Disabled people to find paid employment, 23% of them furthering their career and gaining promotion, 84% of them currently working.

This year, AoD Employment Service continues to provide 4 different projects:

- **Supported Internships;**
187.5 hours a week of job coaching and employer engagement for 24 Disabled young people at 3 different sites
- **Job Coaching Provision at Fairshot Café;**
84 hours a week supporting Disabled young trainees
- **Follow on Support Service; and**
20 hours a week supporting ex-graduate Disabled people to look for paid employment
- **In Work Support Service.**
105 hours a week job support and coaching to Disabled workers at different work locations across Greater London

All projects are aimed at promoting accessible recruitment and jobs for Disabled people, whilst supporting employers in the development of a diverse work force through consultation and training. We are proud to be working with several employers and partners who are committed to change. Here are some of the employers with whom we have worked this year:

- Building 245 Hammersmith
- Holiday Inn
- Imperial College London
- London Borough of Hammersmith and Fulham
- Lyric Theatre Hammersmith
- Nandos
- National Theatre
- NHS
- Pret
- Primark
- Royal Borough of Kensington and Chelsea
- London Borough of Ealing

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Our 2022-23 Highlights:

- 24 graduate interns supported by our Supported Employment Coordinators are now in paid employment
- 35 ex-graduate interns are being supported by our Follow up Coordinator in finding paid employment
- 26 Disabled people in paid employment are being supported by AoD's In Work Support Service

Case Story – Kabir's Supported Internship Journey

Kabir joined the High Street Supported Internship programme because

'I needed to develop my employability skills to prepare for my future job ... especially if you may have been excluded from apprenticeships or traineeships ... none would get back to me'.

Kabir was keen to pursue technical and supportive roles where he could assist other deaf people but felt unable to do so due to his own barriers – he had previously sought support for his impairment. During his first placement - he worked as a Business Support Officer in Kensington and Chelsea councils Children's services. Due to the pandemic, this was a remote role.

Kabir wished to develop his data-processing skills during this time and spent most of this placement updating a database of disability-confident employers in the local area. Other aspects of his role involved co-production; Kabir investigated access issues with the local

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offer's website, gave his opinion on how deaf people could access the material on the site, as well as other functionalities he believed the site should consider.

Kabir discussed performance pressures with his job coach – where he found regular meetings tiring but wanted to show his hearing colleagues and mentors that he was present/ paying attention during those meetings, alongside other issues such as ergonomic issues (strain signing on screen whilst using a keyboard). Kabir's job coach worked with him to develop better ergonomics and his self-advocacy skills to discuss with his workplace mentors about what reasonable adjustments he would require as a deaf autistic person to do his job remotely.

The Equality Act 2010 places a duty on an employer to make reasonable adjustments for Disabled employees. By the second term Kabir negotiated to have bullet-pointed notes of meetings sent to him, a detachable keyboard and a change in his role (titled: SEND Local Offer Officer in Employment Pathways and Participation) to focus primarily on co-produced tasks. Action on Disability staff also negotiated a 'check-in' system and a timetable with planned in screen-time and ergonomic breaks to elevate these issues that were causing Kabir anxiety.

During this time, Kabir created a 'deaf friendly' video on his experience as a deaf student and why he chose to join a supported internship programme – for the purposes of informing other deaf students of vocational programmes. Kabir also enrolled on a business enterprise workshop, where he developed a business plan and a website for a deaf student support service which matches students with the appropriate support, they require to complete a chosen course (including BSL).

Once Kabir has completed the supported internship programme, he's considering a paid IT apprenticeship role within the council - developed by his workplace mentors for Kabir to continue developing his IT skills whilst in paid employment.

Kabir would prefer to complete functional skills to Level 2 next year, however he has a dependant, and he needs to evidence £18,600 earnings as a home-office requirement.

Kabir is currently working with Action on Disability staff to find full-time paid employment and assistance to setup Access to Work arrangements once in-work.

"It was pleasant speaking with Kabir at team meetings and we value his positive contributions to the project ... he was very pro-active with his approach to the tasks we were working on together".

Marianna, Kensington and Chelsea Register Office

Our Future Plans:

- Seek new key partner(s) to expand to more Supported Internship sites with our Follow-On Support Service
- Recruit more job coaches / support workers to meet the growing demand of our In Work Support Service

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- Achieve new funding to develop new partnerships and continue projects, especially a great need to fund a Follow-Up and Support project



Independent Living Service

Independent Living Service has grown from strength to strength over the last 7 years, starting from the dedicated Peer Support project to now providing a wide range of Independent Living projects:

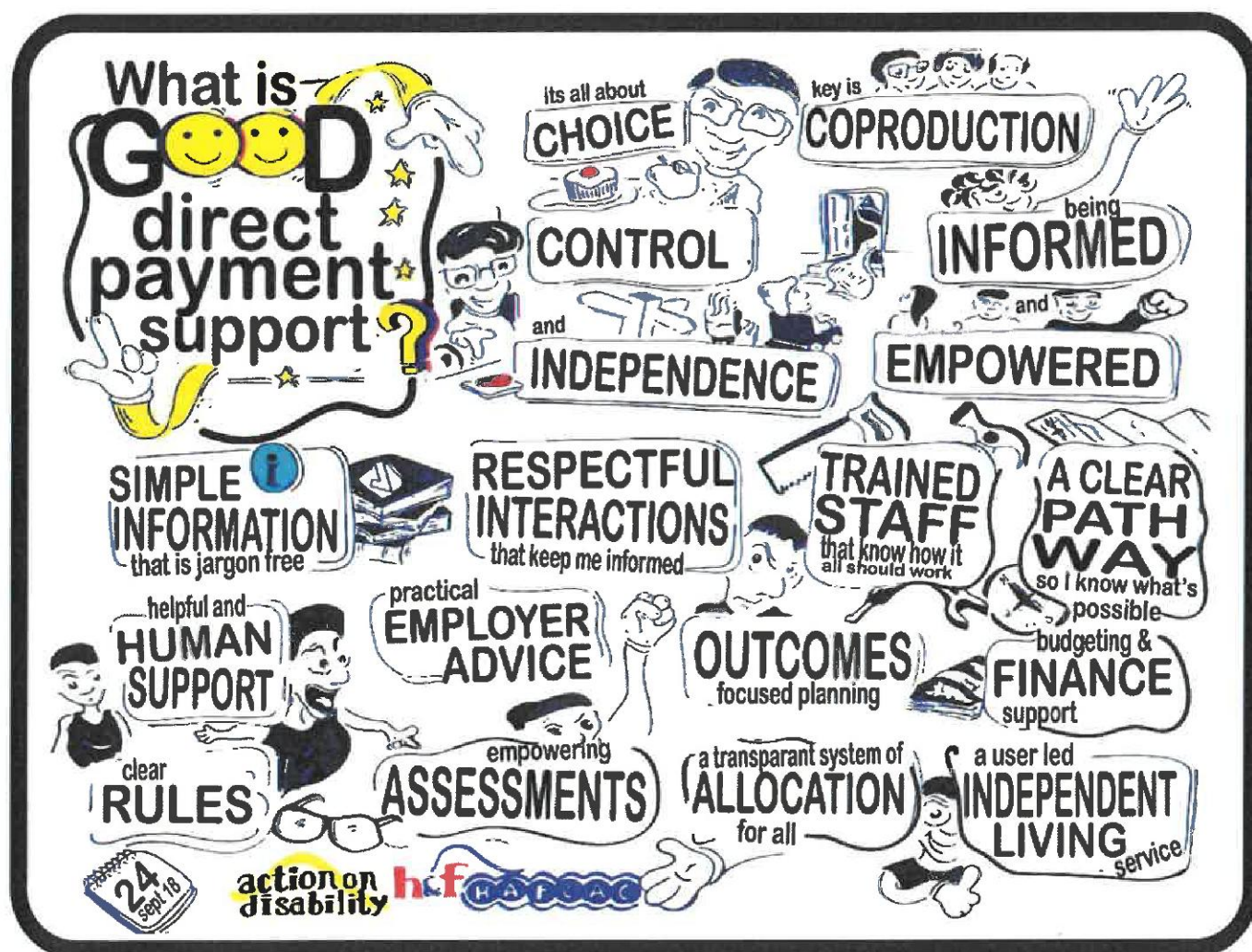
- **Direct Payments Support Service**
Assisting local Disabled residents to manage their Direct Payments
- **Our Place Project**
New 3-year Lottery fund starting from February 2023
- **Peer Support Project**
Providing and facilitating a number of Peer Support led groups run by Disabled people
- **Co-production and Disability Equality Project**
Providing training and support to local Disabled residents to become co-producers

Direct Payments Support Service

London Borough of Hammersmith and Fulham contracted AoD to provide the Direct Payment Support Service (DPSS) to assist local Disabled residents to manage their Direct Payments.

We work closely with the Direct Payment Peer Support Group and Disabled residents to ensure that the service is co-produced and that we are working together in an active way to co-plan, co-deliver and co-review the service.

We believe that a good Direct Payment Support Service should promote choice, control, and independence for Disabled residents, and that their views should inform our service delivery every step of the way.



The Direct Payment Support Service assists Disabled residents to:

- Set up their Direct Payments.
- Recruit and employ their own support staff.
- Find a suitable payroll service and manage their staff or identify a suitable care agency or provider.
- Manage their Direct Payment budget.

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- Be signposted to other organisations for different support where applicable.
- Use their Direct Payments flexibly and creatively (e.g., pooling budgets)
- Be introduced to meet other Disabled people who use a Direct Payment through the Peer Support Group.

Our Project Outcomes:

- Disabled residents are enabled to optimise the opportunities available to them through increased choice and control.
- Through an ethos of self-help, Disabled residents feel empowered and have the ability and confidence to manage their own Direct Payments.
- Disabled residents feel safe, secure, and supported to achieve greater independence with minimal support.
- Disabled residents have improved quality of life.

Our 2022-23 Highlights:

- As the pandemic restrictions ended, the DPSS dramatically increased in person engagement, but continued to offer opportunities to engage through online platforms. This approach ensured access to all areas of the DPSS.
- We accessed support from a wide variety of voluntary sector partners and local authority departments to raise our profile with the intention of raising the profile of Direct Payments and increasing its use.
- We continued to work closely with the local authority departmental managers, social workers, and Local Authority's Direct Payment (DP) Champion. This has been designed to ensure a streamlined approach to responding to referrals.
- We have delivered quarterly training and refresher sessions and tailored annual training with the departmental teams. Training has been delivered with support from the DP Champion.
- Supported by the Peer Support group, we have commenced a review of the Find-A-PA platform to assess and value.
- We recruited a new second full-time ILA.
- We appointed a new DPSS Project Lead.
- We recruited an independent facilitator to support the Peer Support group.
- Through engagement from local Disabled residents, we have supported co-production to ensure services are designed and delivered to meet the needs of those accessing services.
- We have had a total of 95 referrals this year. 73% of these referrals were received from the local authority and 27% were self-referrals from residents.
- There has been a total of 598 individual contacts made this year to clients and anonymous queries. This has totaled 407 hours and 26 minutes of support on the phone and face to face.
- We delivered 23 Peer Group sessions, with a total of 74 Disabled residents in attendance.
- We delivered 16 training sessions to social workers and social care staff related to Direct Payments.

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Our Challenges:

- While there has been senior support for instilling the practice of the Direct Payment as the default preference, this remains a challenge for social work teams.
- Recruitment of a full team has remained a challenge.
- The effectiveness of the Find-a-PA platform is under review.
- Retaining an independent facilitator for the Peer Support group.
- Recruitment of more local Disabled DP users to the Peer Support group.

How we have overcome these:

- We have continued to raise concerns with the DP Steering Group around the issue of Direct Payment as a default. We expect the DP Champion and our continued training offer to LA officers will improve the DP experience for local Disabled people.
- We will continue with recruitment drives to ensure we have a full team on the DPSS.
- We will support the Peer Support group to review the effectiveness of the Find a PA platform and decide on the best way forward.
- We have recruited an independent facilitator to support the outcomes of the Peer Support Group.
- We will explore a variety of different approaches in supporting the delivery of the DP Peers Support group with the aim of increasing engagement.



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Feedback:

- Thank u very much indeed Isabella!
- The DPSS was very helpful, and I now understand a lot about how I can use my DP. Plenty of support was provided and I am currently happy with my care provider, thank you.
- DP Peer Support Group has been great to help people in need & the Team lead/ Workers always listen & try their utmost best.
- I find the peer support group an invaluable support and hope that it will continue running for the foreseeable future.

Our Future Plans:

- Recruit a full team to the DPSS Service including 0.5 team leader and 2 full time ILA's
- Review and enhance publicity encouraging local people to use an ILA. This will be supported by direction from the DPSS Steering group.
- Increase engagement of local Disabled people accessing peer support through the facilitation of the Peer Support group.
- Continue to work closely with Local Authority Senior officers, social work managers and teams to improve the streamlining of referrals to the DPSS.
- Review and enhance the delivery of training to social work teams with support from the DP champion.
- Review the Find-A-PA platform and explore options to improve PA recruitment.
- Explore skills for care funding options to ensure local Disabled people, as employers, and PA's have access to meaningful training.

Our Place Project

'Our Place' is a new project that commenced delivery in February 2023, thanks to 3 years funding from the National Lottery Community Fund (Reaching Communities).

'Our Place' will be a community space for Disabled people in Hammersmith and Fulham. We plan to create a community space and resource hub that Disabled residents can call their own – led by them and facilitated by our full time Project Lead for Our Place.

Welfare Benefits Advice Service

AoD Welfare Benefits Service (WBS) offers free benefits advice and assistance to Disabled adults and children of all ages – including parents and carers of Disabled children – living in the London Borough of Hammersmith and Fulham. The help given is hands-on casework up to First-Tier Tribunal level, and, in some cases, Upper Tribunal level.

During the past year, the AoD WBS dealt with 380 cases as well as giving advice by telephone and e-mail. It also handled 2,880 phone calls and emails, of which about half entailed giving one-off advice to other organisations and Disabled or ill people in the London Borough of Hammersmith and Fulham.

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Our 2022-23 Highlights:

- We appointed Sami Basha as the new Adults Welfare Benefits Advisor.
- We appointed two new volunteers to support the delivery of Welfare Benefits advice.
- We supported **367** cases over the course of the year.
- This resulted in backdated lump sum payments for clients of **£133,106.40**.
- This represents Increased weekly payments for clients of **£14,487.37**.
- With the expectation that welfare benefits are awarded for at least 52 weeks, the total figure for weekly income is **£753,343.24** over the course of 2022-23.
- As restrictions relating to the pandemic ended, we reignited our partnership with Citizens Advice and H&F Law Centre.

Case Story

Mr and Mrs B have a newly diagnosed autistic son. They live in a council home with their 5 children. Mr B works on a zero-hour contract. When he is out of work the family are affected by the Benefit Cap and his Working Tax Credits stop.

We advised the family to claim Universal Credit so that their income could be topped up when Mr B is not working. The family were in rent arrears. We supported them to make a claim for a Discretionary Housing Payment, and they received a short-term award.

We made a successful claim for Disability Living Allowance for their son (£86.30 per week). This gave the mother an entitlement to Carer's Allowance (£69.70 per week) and a Disabled Child Addition (£30.66 per week) in their Universal Credit. These awards mean the family are now exempt from the Benefit Cap and as a result they are financially better off.

Once again, the AoD WBS would like to acknowledge the tremendous input of its volunteers. The smooth running and success of the AoD WBS would not be possible without their dedication and support. They continue to help local Disabled people to complete Personal Independence Payment (PIP), Disability Living Allowance (DLA) and Employment and Support Allowance Work Capability forms. They continue to achieve high success rates. Thank you, Justin, Rob and Stephanie.

Regrettably, and with great sadness, we said goodbye to Linda Shapman, who passed away in May 2022. Linda volunteered with AoD WBS for over 8 years and provided crucial support to countless families in Hammersmith and Fulham. Linda was a kind, warm and generous person who will be missed by all at AoD but particularly by Doreen and Justin.

Youth Service

AoD Youth Service provides opportunities for young Disabled people aged 11-25 to participate in positive activities, and, through partnerships, supports the development of inclusion across London Borough of Hammersmith and Fulham. Young Disabled people have access to fun, informal learning where they can gain new skills and challenge themselves through a varied curriculum programme of activities, accreditation, and volunteering.

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521 places were accessed by young Disabled people across our delivery through the year with 127 different young people accessing projects. We delivered 202 sessions throughout the year which amounted to nearly 700 hours of delivery at critical times. Most of these sessions were 3 hours long, however our Soundz Project (Music) was 6 hours long and our Acting Up with AoD (Performing arts) were 2 hours each session.

Young Disabled people had access to Arts Awards through our Arts project and the Duke of Edinburgh (DofE) Awards Scheme. Our Youth Board directed the service and young Disabled people had access to co-production training which culminated in the creation of the Inclusive Youth Charter.

Our 2022-23 Highlights:

- We bid for the Youth contract for 2023 to 2028 as a sub contracted provider under a lead bid from Let Me Play. Let Me Play were successful, and we will commence the delivery of our youth service as a subcontracted provider from 1st April 2023.
- The Youth team developed a strategy which identified risk and opportunity and aligned it with a funding strategy to ensure that we can continue to deliver a comprehensive offer for young Disabled people up to the end of March 2026.
- We were successful in securing Youth Music Funding to deliver the Soundz Musci project in partnership with Lyric Hammersmith.
- We successfully delivered a one year Acting Up (Performing Arts Project) in partnership with Lyric Hammersmith.
- We delivered two terms of a Youth club in partnership with the Urban Partnership Group at the Masbro Centre.
- We continued to discuss what West Zone (Onside) will look and feel like for LBHF young Disabled people when they open the facility in Spring 2024.
- We delivered on all LBH&F youth service contracts, including:
 - School holiday projects
 - A weekly after school project
 - A weekly youth club
 - The Duke of Edinburgh (DofE) Awards Scheme
- 6 young people participated in the DofE Awards Scheme and 4 completed their Gold Section and received their awards at a reception in the Gardens of Buckingham Palace.

Our Challenges:

- Our Youth Service team leader went on maternity leave, which impacted on the way in which we staff and manage project delivery.
- Preparing for contract delivery for 2023-24 was a challenge as the local authority changed the way services were contracted.
- Uncertainty around contracts meant uncertainty securing delivery venues.
- Transport presented challenges due to availability of drivers with our transport provider.
- Throughout the course of 2022-23, there were 3 significant safeguarding concerns raised. In line with AoD policy and procedures, all incidents were managed accordingly.

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Our Impact:

- Young Disabled people are thriving as equal members of their communities and will continue to achieve their full potential.
- Young Disabled people have greater interpersonal skills, increased awareness of healthy life choices and well-being, acquired practical life skills, improved employability skills, increased creativity, and accredited learning outcomes.
- Young Disabled people have a positive perspective of disability, confidence to access their communities and their wider communities, a greater understanding of social and professional responsibility, increased self-esteem, and emotional resilience, can make informed decisions, and have enhanced self-awareness and an awareness of others.
- Young Disabled people have increased independence and economic well-being, have gained peer support and friendships, have a greater sense of belonging and contribution, and have improved well-being.

Case Story

Situation:

J.M is 15 years old and is on the autistic spectrum. J.M is currently in care and was referred to us by her social worker as needing access to provisions where she can socialise and build on her confidence. When first joining AoD, J.M was very shy and isolated herself from the other young people and would rarely interact with staff. She also did not participate in many of the activities offered during the programmes, often choosing to be on her own.

Tasks:

- J.M. to engage in conversations around her interests with staff members at the Junior Club and holiday programme.
- J.M. to engage in conversations around her interests with other peers at the Junior Club and holiday programme.
- J.M. will be encouraged to participate in other activities with peers for short periods of time (i.e., digital media, sewing, indoor sports).
- J.M to be encouraged to form friendships and socialise with her peers.

Results:

- J.M. has independently engaged staff members and peers in conversations about her interests in animation as well as discuss their interests as well.
- J.M. has independently started conversations with new young people who have joined the Junior club over the last term. She stated she had wanted to make new members feel welcome.
- J.M. has engaged in other activities with peers including completing her bag in sewing, participating the creation of a music video (animation portion) during digital media and some indoor sporting activities such as football and handball.
- During the holiday programme, J.M. participated in outdoor football, video games and cooking alongside other young people.

Outcomes:

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- J.M has become more confident.
- J.M looks forward to accessing our provision and regularly attends, gaining a sense of belonging.
- J.M has formed friendships with shared interests.
- J.M has offered to deliver her own art project, showing other young people her skills whilst teaching them.
- J.M won a Jack Petchey award for her increased participation in new activities.
- J.M has formed secure trusting relationship with staff.

Summary:

J.M. has become more sociable during programmes and projects. At the beginning, with prompting, she participated in activities that interested her such as art and drawing. She also, with prompting, began to engage in conversations with the youth workers, volunteers, and other peers.

Over the course of time, J.M. began to take initiative often engaging others in conversations on her own. On several occasions she has even struck up conversations with new young people on their first days making them feel comfortable. J.M. has also began to engage in other activities that she hasn't participated in, in the past such as digital media, sports, and sewing. She has expressed an interest in running her own art activity with other young people over the summer holiday programme around animation and drawing. J.M. was also the recipient of the Jack Petchey award and has expressed wanting to use the money towards this project.

Our Future Plans:

- Deliver on all sub-contracted obligations for 2023-24. (Lead contractor – Let Me Play)
- In line with strategic plans for the youth service for 2023 – 2026, identify and secure funds to deliver a comprehensive, partnership-based youth service.
- Review partnership with Lyric Hammersmith and identify areas requiring improvement. This should include securing Arts Council funding for an inclusive performing arts Project.
- Review Music project delivery and secure funding for further delivery.
- Respond to consultation carried out with young Disabled people who access AoD Youth Service around physical activity, health & wellbeing. Prepare a proposal for Sports England, followed with a funding approach.
- Progress the development of a Service Level Agreement to work in partnership with West Zone (Onside).
- Promote young Disabled people's Inclusive Youth Charter to partner organisations and request they adapt to the requests from young people.

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New Centre for Independent Living

First of all, we wanted to say a massive thank-you to our funders, the Mayor of London's Fund (Greater London Authority) and the Wolfson Foundation, and to our individual donors, for their financial contributions towards our Capital Appeal Fund (£220,000). And, a massive thank-you to the London Borough of Hammersmith and Fulham for offering Action on Disability (AoD) secure, permanent and accessible accommodation on a 250-year under-lease, giving us the stability to expand our services. This sustainable legacy was one of our key capital fund project's aims. This project was a once-in-a-lifetime opportunity for AoD to move from temporary premises into a fully accessible Independent Living Centre on a long lease.



Action on Disability's new premises were designed to be safe, comfortable and welcoming and, above all, to support the independence of Disabled people who use the centre. This meant that accessibility was the founding premise of the centre design and fit-out. This was made possible by:

- Strong support from H&F Council which led to AoD being offered the ground floor of a new-build block of flats on the derelict site of the former council housing office.
- Shepherd's Bush Housing Group, for funding and carrying out the main build.
- The Mayor of London's Fund for funding the fit out to meet the range of accessibility needs.
- GLA project managers for their valuable advice and support throughout the pandemic-stretched process.
- Helen Allen, our garden designer who is also an access specialist, who additionally gave freely of her time to support the project.
- The support of volunteers, eg. Maria del Prado Fernandez, Algaba, an architect with access specialism, who gave her time to assess and update the plans.
- AoD members/staff and the Youth Service for putting their time into co-production and to the Youth Service for volunteering in the fit-out, garden and producing artwork for the centre.

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There were major challenges in delivery during the COVID-19 pandemic, so the handover was delayed by approximately 1.5 years. While we were pleased to manage mainly to budget, the builders have, unfortunately, now gone bankrupt with some snagging issues still outstanding, which have been paid for from our contingency funds. Capacity for managing the project in an organisation of our size – and over a much longer period than was planned – has also not been easy. However, we are proud of our achievements and optimistic as we are now focussing on co-producing our future strategy and direction for expansion in the capacity of our services.

The Grand Opening of our new Centre for Independent Living was held on 10th May 2023. The perfect occasion to see, with great pride and joy, the first ever Disabled Mayor of Hammersmith and Fulham, an AoD member and former Trustee, open our new Centre, with over 100 attendees during the glorious, warm and wonderful weather!



Our grateful thanks to the following funders for their support of our work

Addison Youth Trust
City Bridge Trust (via Inclusion London)
City Bridge Trust
Dr Edwards & Bishop King's Fulham Charity
Earl's Court Community Fund
Garfield Weston Foundation

Youth Service - Core Project
Employment Service - Follow Up Project
Youth Service - Core Project
Youth Service - Holiday Activity Project
Independent Living Service - Peer Support
Independent Living Service - Peer Support

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GLA Mayor of London Fund
Jack Petchey Foundation
John Lyon's Charity
London Borough of Hammersmith & Fulham
London Borough of Hammersmith & Fulham
London Borough of Hammersmith & Fulham
London Borough of Hammersmith & Fulham
London Borough of Hammersmith & Fulham
London Borough of Hammersmith & Fulham
London Community Response Fund
ScrewFix Foundation
Wolfson Foundation
Youth Music

Capital Project - Centre for Independent Living
Youth Service - Young People Awards Scheme
Youth Service – Core Project
Independent Living Service - Building Trust
Independent Living Service - Co-production
Independent Living Service - Direct Payments
Welfare Benefits Service
Youth Service - Short Breaks
Youth Service - Youth Work
Youth Service – Core Project
Capital Project - Centre for Independent Living
Capital Project - Centre for Independent Living
Youth Service – Music Project

And, also to those who made generous donations and remembered Action on Disability in their Wills.

Financial review

A successful year which ended with a surplus.

- During this financial year there has not been one significant event that has contributed to AoD's financial performance. We have been responsive to situations as they have arisen and have been careful to work within agreed budgets, control costs and new full cost recovery models.
- The principal sources of funding for the charity are derived from a number of different contracts, grant awards and earned income.
- There are no pension liabilities arising from obligations to a defined benefit pension scheme or pension asset on the financial position of the charity.
- The charity holds no material financial investments, other than our reserves account held with Lloyds Bank.

Reserves policy

Our unrestricted funds, on 1st April 2023, were £317,526 in general funds. The current reserves policy, as agreed by the Trustees, is a minimum of 25% of annual expenditure, or 3 months running costs in the current financial year, to preserve AoD's cash flow and to meet any unexpected contingencies. For the year, a 25% target would require a reserve of £300,000 in unrestricted general funds. The present level of free reserves of £317,526, available to the charity, is just above this target level.

In the short term, the Board has also considered the extent to which existing activities and expenditure could be curtailed, should this be necessary, and have agreed to set a balanced year.

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Going concern

There are no concerns about the Charity's ability to meet all its financial and contractual obligations in the year ahead. The charity is a going concern.

Principal risks and uncertainties

The Board of Trustees has conducted a review of the major risks to which the charity is exposed. We have a Risk Register which is updated every six months. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan, which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects.

Cash flow remains the greatest risk. With several grants/contract funds being released in arrears, careful planning is required. Cash flow projections enable the Chief Executive to give advance notice to the Board of Trustees of any periods when temporary support is required from reserves.

Regular supervision for staff and volunteers ensures compliance with employment laws. Improved internal communication with staff and volunteers ensures everyone feels part of one organisation. Procedures are in place to ensure the health and safety policy of staff, volunteers, service users and visitors to the centre.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated in June 2001 and registered as a charity in April 2002. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1 to the assets of the charity. The Board members have no beneficial interest in the charity.

The objects of the charity are:

- a. To promote equality of opportunity, choice and independence by removing physical, social and attitudinal barriers to integration within the community for people who have a physical or sensory impairment or learning difficulty, or who experience mental health difficulties, through the encouragement and development of education, training, facilities for recreation, employment based on the ethos of independent living and who reside, work or are undergoing educational or vocational training in, but not exclusively, Greater London.
- b. To fulfil any other object which is deemed wholly and exclusively charitable by the laws of England and Wales.

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The issues that AoD seeks to tackle cover every part of a person's life and can affect any person from any culture and any walk of life. It covers the following, though this is by no means an exhaustive list:

- Poverty
- Discrimination
- Lack of access, exclusion and segregation
- Health inequalities and lower life expectancy
- Internalised oppression

The Trustees have agreed the following strategies to ensure the charity meets both its objects and the public benefit.

- Inclusion – where possible delivering services inclusively in mainstream settings and influencing other organisations (public, private and voluntary) to do the same.
- Specialist services – where necessary providing tailored, specialist services for Disabled people only.
- Campaigning for equality – arguing for equality of outcome over opportunity and supporting organisations to identify whether inclusion or specialist provision is required to achieve equality of outcome.

The charity fulfils its objects and the public benefit requirement through the following activities:

- Information, signposting and referrals – ensuring people have accurate information and are connected with appropriate services is an essential first step to tackle the issues above.
- Advice and guidance – supporting people through the complex maze of public services is essential.
- Advocacy – ensuring that people have their voice heard when they have been denied, or are not happy with, a service.
- One to one support and person-centred planning – providing direct support to tackle individual issues.
- Employment and volunteering opportunities – providing and supporting people to access opportunities that can lift them out of poverty and to give them a purpose.
- Campaigning and influencing – working with politicians and officers in the public sector, and directors and managers in the private and voluntary sectors, to change attitudes and remove barriers to inclusion.

At the first meeting after each Annual General Meeting, the Trustees will review how the charity meets the public benefit and the Chief Executive also takes them through their specific responsibilities as charity Trustees. Each Trustee is provided with the location of all Charity Commission guidance online and specific toolkits are printed and given to them.

Recruitment and appointment of Trustees

The directors of the company are also charity Trustees for the purposes of charity law and, under the company's Articles, are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association, the members of the Board are

Action on Disability

Trustees' Annual Report

For the year ended 31 March 2023

elected to serve for a period of three years, after which they must be re-elected at the next AGM. Each year those Trustees who have served their 3-year term must step down, but may be re-elected for another three-year term up to a maximum of 9 years of service. Temporary vacancies are filled by the Board until the following AGM when they can be re-elected. The Board appoints its honorary officers at its first meeting after the AGM.

The Board of Trustees represent the voice of local Disabled people and, constitutionally, 75% of its members must have a disability. This is an important part of our structure and one that ensures Action on Disability remains 'user-led'.

Trustee induction and training

Most Trustees have personal experience of disability, and all subscribe to the 'Social Model of Disability' which is the guiding principle of the organisation. However, as part of induction, all Trustees will attend our internal Disability Equality training course.

We encourage new Trustees to participate in short training sessions to familiarise themselves with the charity and the context within which it operates. These sessions cover:

- The obligations of the Trustees.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles.
- Basic charity law.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives for the charity.
- Disability Equality Training & Social Model understanding.

The induction programme gives new Trustees an understanding of the work of individual projects, funding of the organisation and various Charity Commission publications. The Chair and senior managers deliver a brief induction shortly after the AGM. Trustees are encouraged to take an interest in a specific area of Action on Disability covering both operations and a strategic interest in the organisation's future developments.

All Trustees serve on the Board of Trustees, which meets quarterly, to review performance and long-term strategies for Action on Disability (AoD). The Officers Group meets at least four times a year to ensure that the policies of AoD are implemented and that the work is properly managed.

The Trustees delegate the day to day running of the charity to the Chief Executive. He is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Chief Executive leads a team of 18 full and 4 part-time staff, 54 sessional staff and around 21 volunteers. The leadership team ensures the effective and efficient operation of AoD services to Disabled people with the primary focus being Hammersmith and Fulham.

Volunteers

AoD relies on volunteers to staff its reception function. They are the frontline and first contact for people visiting, calling or emailing the charity. Individuals benefit from the role, increasing

Action on Disability

Trustees' Annual Report

For the year ended 31 March 2023

their social contact, improving their skills and their chance of paid employment. However, the charity could not be run effectively without these volunteers, many of whom work several shifts a week and stay with us for years.

Like all charities, our Trustees give unpaid time to run the charity. They take the legal responsibility for the organisation, set strategy, monitor the finances and ensure that we comply with all regulations. Trustees take an active role in fundraising and are each encouraged to get involved in an area of activity.

Across the organisation our volunteers contributed well over 4,200 hours this year. If this was calculated just at the living wage level, it would equate to £42,630 per year. Many of the roles volunteers carry out would attract salaries above the living wage.

Related parties and relationships with other organisations

The charity has a formal agreement with partner organisation Ruils for the Direct Payments Support Service. AoD is the lead partner and is responsible for all monitoring, evaluation and performance reporting to the funders. There are agreements with all colleges that are part of our supported employment internship activities, and outline roles/responsibilities and funding agreements.

Statement of responsibilities of the Trustees

The Trustees confirm that the financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

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

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the Charities SORP,
- Make judgements and estimates that are reasonable and prudent,
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

Action on Disability

Trustees' Annual Report

For the year ended 31 March 2023

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

Statement as to disclosure to our auditors

Insofar as the Trustees are aware:

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

Auditors

Goldwins Limited were re-appointed as the auditors of the charitable company during the year and have expressed their willingness to continue in that capacity.

The Trustees' Annual Report has been approved by the Trustees on 25th September 2023 and signed on their behalf by;



Sharon Holder
Co-Chair

Action on Disability

Independent Auditors' Report

For the year ended 31 March 2023

Opinion

We have audited the financial statements of Action on Disability (the 'Charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2023 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material

Action on Disability

Independent Auditors' Report

For the year ended 31 March 2023

misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the Trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our responsibilities for the audit of the financial statements

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

Action on Disability

Independent Auditors' Report

For the year ended 31 March 2023

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

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

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
- The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

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

Anthony Epton

Anthony Epton (Senior Statutory Auditor)

for and on behalf of

Goldwins Limited

Statutory Auditor and Chartered Accountants

75 Maygrove Road

West Hampstead

London NW6 2EG

DATE *10 October 2023*

Action on Disability

Statement of Financial Activities For the year ended 31 March 2023

	Notes	Restricted £	Unrestricted £	2023 Total £	Restricted £	Unrestricted £	2022 Total £
Income							
Income from							
Donations and fundraising		532	6,409	6,941	98	1,719	1,817
Charitable activities:							
Disability projects		552,838	555,195	1,108,033	610,254	460,660	1,070,914
Total income	2	553,370	561,604	1,114,974	610,352	462,379	1,072,731
Expenditure on							
Raising funds		-	(5,049)	(5,049)	(98)	(2,144)	(2,242)
Charitable activities							
Disability projects		(543,945)	(469,610)	(1,013,555)	(445,608)	(459,580)	(905,188)
Total expenditure	3	(543,945)	(474,659)	(1,018,604)	(445,706)	(461,724)	(907,430)
Net income / (expenditure) for the year		9,425	86,945	96,370	164,646	655	165,301
Transfers between funds		136,718	(136,718)	-	(103,254)	103,254	-
Net movement in funds		146,143	(49,773)	96,370	61,392	103,909	165,301
Funds at 1 April		117,435	449,954	567,389	56,043	346,045	402,088
Funds at 31 March		263,578	400,181	663,759	117,435	449,954	567,389

All of the above results are derived from continuing activities. There are no other recognised gains and losses other than those stated above.

Action on Disability

Balance Sheet

For the year ended 31 March 2023

	Notes	£	2023 £	2022 £
Fixed assets				
Tangible fixed assets	7		171,068	121,752
Current assets				
Debtors	8	219,428		98,148
Cash at bank and in hand		501,453		481,083
		<u>720,881</u>		<u>579,231</u>
Creditors: amounts falling due within one year	9	<u>(228,190)</u>		<u>(133,594)</u>
Net current assets			492,691	445,637
Net assets	10		<u>663,759</u>	<u>567,389</u>
Funds	11			
Restricted funds			263,578	117,435
Unrestricted funds				
Designated funds			82,655	118,781
General funds			317,526	331,173
Total funds			<u>663,759</u>	<u>567,389</u>

Approved by the Board of Trustees on 25th September 2023 and signed on its behalf by:



Sharon Holder, Co-Chair

Company Registration No. 4237604

Action on Disability

Statement of Cashflows

For the year ended 31 March 2023

	Note	2023 £	2023 £	2022 £	2022 £
Net cash provided by / (used in) operating activities	13		90,388		194,260
Cash flows from investing activities:					
Interest/ rent/ dividends from investments		113		6	
Sale/ (purchase) of fixed assets		(70,131)		(108,000)	
Sale/ (purchase) of investments		-		-	
			(70,018)		(107,994)
Cash flows from financing activities:					
Cash inflows from new borrowing			-	-	
Receipt of endowment			-	-	
			-		-
Change in cash and cash equivalents in the year			20,370		86,266
Cash and cash equivalents at the beginning of the year			481,083		394,817
Cash and cash equivalents at the end of the year	14		501,453		481,083

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

1. Accounting policies

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

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

- b) Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.
- c) Grants are recognised in full in the statement of financial activities in the period in which they are received or receivable whichever is earlier. Grants received which are clearly specified for a future accounting period are shown as deferred.
- d) Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation of fixed assets purchased with such grants is charged against the restricted fund. Where a fixed asset is donated to the charity for its own use, it is treated in a similar way to a restricted grant.

Expenses are recognised in the period in which they are incurred. Most expenditures include VAT which cannot be recovered.

- e) Expenses are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Disability projects	98%
Fundraising and publicity	2%

- f) Depreciation and amortisation is provided at rates calculated to write off the cost of each asset over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	2 years / 5 years (straight line)
Fixtures, fittings and equipment	20% (straight line)
Intangible assets	over 10 years

Items of equipment are capitalised where the purchase price exceeds £500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities.

- g) Cost of generating funds relate to the costs incurred by the charity in inducing others to make voluntary contributions to it.
- h) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management and support costs.
- i) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity.
- j) Designated funds are unrestricted funds earmarked by the Board of Trustees for a particular purpose.

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

Accounting policies (continued)

- k) Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the statement of financial activities on a straight-line basis, based on the length of the lease.
- l) The company contributes to a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable under the scheme by the charity to the fund. The company has no liability under the scheme other than for the payment of those contributions.
- m) The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. No key judgements have been made by the charitable company which have a significant effect on the accounts. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

Action on Disability

Notes to the Financial Statements For the year ended 31 March 2023

2	Total Income	Fund raising	Support Services	Capital Project	Employment Services	Youth Services	Welfare Benefits Service	Independent Living Services	2023 Total	2022 Total
		£	£	£	£	£	£	£	£	£
	Restricted Income									
	Statutory Income	-	-	-	-	123,000	88,220	171,000	382,220	474,333
	Charitable Income	-	2,625	-	34,376	115,760	-	17,857	170,618	135,898
	Donation and Fundraising	-	7	-	-	525	-	-	532	98
	Fee Income	-	-	-	-	-	-	-	-	-
	Membership / Subscription	-	-	-	-	-	-	-	-	23
	Other Income	-	-	-	-	-	-	-	-	-
	Total Restricted Income	-	2,632	-	34,376	239,285	88,220	188,857	553,370	610,352
	Unrestricted Income									
	Statutory Income	-	2,000	50,746	-	-	-	75	52,821	100
	Charitable Income	-	-	-	-	-	-	10,000	10,000	119,066
	Investment and Interest	93	20	-	-	-	-	-	113	6
	Donation and Fundraising	93	2,417	-	-	399	3,500	-	6,409	1,763
	Fee Income	-	12,376	-	458,164	19,040	-	-	489,580	340,293
	Membership / Subscription	-	-	-	-	1,438	-	-	1,438	1,100
	Other Income	-	295	800	148	-	-	-	1,243	51
	Total Unrestricted Income	186	17,108	51,546	458,312	20,877	3,500	10,075	561,604	462,379
	Total Income	186	19,740	51,546	492,688	260,162	91,720	198,932	1,114,974	1,072,731

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

3 Total expenditure	Fund raising	Support services	Capital Project	Employment Services	Youth Service	Welfare Benefits Service	Independent Living Services	Total Disability Projects	2023 Total	2022 Total
	£	£	£	£	£	£	£	£	£	£
People Costs (see note 5)	4,800	107,658	480	348,662	146,635	73,103	74,701	751,239	756,039	708,682
Direct Project Expenditure	-	22,782	58,426	10,744	57,446	-	22,184	171,582	171,582	202,234
Direct Expenses	249	3,796	4,630	34	193	25	106	8,784	9,033	8,445
Premises Expenditure	-	5,430	1,900	2,756	35,543	2,532	2,859	51,020	51,020	21,968
Travel and Accommodation	-	290	-	802	1,038	11	424	2,565	2,565	3,725
Office Expenditure	-	15,478	2,421	11,661	7,247	6,982	8,291	52,080	52,080	43,308
Professional fees	-	2,200	2,848	5,095	4,393	2,867	7,980	25,383	25,383	12,824
Support Services fees	-	(116,434)	6,800	60,242	34,784	11,924	2,684	-	-	-
Depreciation	-	19,358	-	1,041	416	-	-	20,815	20,815	9,498
	5,049	60,558	77,505	441,037	287,695	97,444	119,229	1,083,468	1,088,517	1,010,684
Capitalised in the year	-	(9,951)	(57,238)	-	(2,514)	-	(210)	(69,913)	(69,913)	(103,254)
Total expenditure	5,049	50,607	20,267	441,037	285,181	97,444	119,019	1,013,555	1,018,604	907,430

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

4 Net incoming/ (outgoing) resources for the year

This is stated after charging / crediting:

	2023 £	2022 £
Depreciation	20,815	9,498
Auditors' remuneration	4,250	4,250

5 Staff costs and numbers

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	629,739	589,173
Social security costs	49,854	46,655
Pension contributions	16,059	14,897
Sessional and temporary workers	35,945	34,783
Other people costs	24,442	23,174
	756,039	708,682

No employee earned more than £60,000 during the year.

The total employee benefits including pension contributions of the key management personnel were £57,000 (2022: £54,367).

The average number of employees during the period was as follows:

	2023 No.	2022 No.
Disability Services and Projects	33	26
Support Services	2	3
	35	29

6 Taxation

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

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

7 Tangible fixed assets	Intangibles	Leasehold improvements & Office fit out	Fixtures, fittings & equipment	Computer equipment	Total
		£	£	£	£
Cost					
At 1 April 2022	4,445	93,220	18,088	38,733	154,486
Additions	9,396	17,445	21,662	21,628	70,131
Disposals	-	-	-	-	-
At 31 March 2023	<u>13,841</u>	<u>110,665</u>	<u>39,750</u>	<u>60,361</u>	<u>224,617</u>
Depreciation & amortisation					
At 1 April 2022	974	-	6,113	25,647	32,734
Charge for the period	482	5,016	4,016	11,301	20,815
Disposals	-	-	-	-	-
At 31 March 2023	<u>1,456</u>	<u>5,016</u>	<u>10,129</u>	<u>36,948</u>	<u>53,549</u>
Net book value					
At 31 March 2023	<u>12,385</u>	<u>105,649</u>	<u>29,621</u>	<u>23,413</u>	<u>171,068</u>
At 31 March 2022	<u>3,471</u>	<u>93,220</u>	<u>11,975</u>	<u>13,086</u>	<u>121,752</u>

8 Debtors	2023	2022
	£	£
Prepayments	26,734	22,830
Accrued income	40,373	45,485
Other debtors	152,321	29,833
	<u>219,428</u>	<u>98,148</u>

9 Creditors: amounts falling due within one year	2023	2022
	£	£
Taxation and social security	(8,913)	(2,504)
Other taxes	8,421	9,877
Other creditors	11,473	6,803
Accruals	1,008	300
Deferred income	214,201	119,118
	<u>228,190</u>	<u>133,594</u>

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

10 Analysis of net assets between funds

For the year ended 31 March 2023	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Tangible fixed assets	-	-	171,068	171,068
Current assets	263,578	82,655	374,648	720,881
Current liabilities			(228,190)	(228,190)
Net assets at the end of the year	263,578	82,655	317,526	663,759

For the year ended 31 March 2022 (prior year)	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Tangible fixed assets	-	-	121,752	121,752
Current assets	117,435	118,781	343,015	579,231
Current liabilities			(133,594)	(133,594)
Net assets at the end of the year	117,435	118,781	331,173	567,389

11 Movements in funds

	As at 1 April 2022	Income	Expenditure	Transfers in/(out)	As at 31 March 2023
	£	£	£	£	£
Restricted funds:					
Support Service	-	2,632	(2,632)	-	-
Employment Service	10,944	34,376	(45,320)	25,000	25,000
Youth Service	40,245	239,285	(279,530)	24,218	24,218
Welfare Benefits Service	16,243	88,220	(97,444)	3,500	10,519
Capital building	-	-	-	105,000	105,000
Independent Living Service	50,003	188,857	(119,019)	(21,000)	98,841
Total restricted funds	117,435	553,370	(543,945)	(136,718)	263,578
Designated funds:					
Fund raising	-	186	(5,049)	4,863	-
Support Services	-	17,108	(47,975)	30,867	-
Employment Service	-	458,312	(395,717)	(25,000)	37,595
Youth Service	-	20,877	(5,651)	(15,226)	-
Welfare Benefits Service	-	3,500	-	(3,500)	-
Independent Living Service	-	10,075	-	(10,075)	-
Capital Fund	118,781	51,546	(20,267)	(105,000)	45,060
Total designated funds	118,781	561,604	(474,659)	(123,071)	82,655
General funds	331,173	-	-	(13,647)	317,526
Total unrestricted funds	449,954	561,604	(474,659)	(136,718)	400,181
Total funds	567,389	1,114,974	(1,018,604)	-	663,759

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Notes to the Financial Statements

For the year ended 31 March 2023

Movements in funds (prior year)

	As at 1 April 2021	Income	Expenditure	Transfers in/(out)	As at 31 March 2022
	£	£	£	£	£
Restricted funds:					
Fund raising	-	98	(98)	-	-
Support Service	-	5,103	(5,103)	-	-
Capital Project	-	103,254	-	(103,254)	-
Employment Service	5,000	71,399	(65,455)	-	10,944
Youth Service	-	182,868	(142,623)	-	40,245
Welfare Benefits Service	16,834	88,220	(88,811)	-	16,243
Independent Living Service	34,209	159,410	(143,616)	-	50,003
Total restricted funds	56,043	610,352	445,706	(103,254)	117,435
Designated funds:					
Fund raising	-	1,719	(2,144)	425	-
Support Service	-	1,652	(572)	(1,080)	-
Employment Service	-	343,623	(343,623)	-	-
Youth Service	-	115,385	(115,385)	-	-
Capital Fund	68,035	-	-	50,746	118,781
Total designated funds	68,035	462,379	(461,724)	50,091	118,781
General funds	278,010	-	-	53,163	331,173
Total unrestricted funds	346,045	462,379	(461,724)	103,254	449,954
Total funds	402,088	1,072,731	(907,430)	-	567,389

12. Purposes of restricted and designated funds

Support Service	To provide management and administration of the organisations and the provision of welfare rights and information service, trust application and events fundraising.
Capital Project	The AoD Centre for Independent Living is a newly built, accessible, ground floor space (opening in the summer of 2022) which will include supported community activities, peer support groups, confidential interview rooms, a conference / training room and a community garden project.
Employment Service	To assist disabled people towards employment – through internships in partnership with businesses, schools and colleges as a route to paid work.
Youth Service	To provide a range of leisure, social and educational opportunities for young disabled people throughout the year in inclusive environments and settings.
Advocacy Service	To provide a single point of access to advocacy services for those eligible for or in receipt of adult social care services in the London Borough of

Action on Disability

Notes to the Financial Statements

For the year ended 31 March 2023

Hammersmith and Fulham, delivered in partnership with MIND and MENCAP.

Welfare Benefits Service	To provide welfare benefits advice and support – to tribunal level. DLA, PIP & AA form filling support for disabled people. Local authority funded children and families and adult services.
Independent Living Service	To provide a service aimed at bringing disabled people together to offer mutual support around all aspects of their lives, while sharing activities around common interests such as Direct Payments, IT, Knitting and Healthy Lifestyles.

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

	2023 £	2022 £
Net movement in funds for the reporting period	96,370	165,301
Depreciation	20,815	9,498
Interest, rent and dividends from investments	(113)	(6)
(Increase)/ decrease in debtors	(121,280)	(39,791)
Increase / (decrease) in creditors	94,596	59,258
Net cash provided by / (used in) operating activities	90,388	194,260

14 Analysis of cash and cash equivalents

	At 1 April 2022	Cash flows	Other changes £	At 31 March 2023 £
Cash at bank and in hand	481,083	20,370	-	501,453
Overdraft facility (repayable on demand)	-	-	-	-
Total cash and cash equivalents	481,083	20,370	-	501,453

15 Operating lease commitments

The charity had annual commitments at the year-end under non-cancellable operating leases expiring as follows:

	Equipment 2023 £	Equipment 2022 £
Within 2 to 5 years	-	-

16 Related party transactions

There were no related party transactions during the year.

