HOME-START MANCHESTER

England & Wales · Charity number 1105353

Details

Other names	HOME-START MANCHESTER SOUTH, HOME-START MANCHESTER WYTHENSHAWE
Status	Registered
Legal form	Charitable company
Company number	05183477
Registered	2004-08-05
Register	View on the Charity Commission register

Contact

Address	Manchester City Council Woodville Childrens Centre Shirley Road Manchester M8 0NE
Phone	0161 721 4493
Email	shelley.roberts@homestartmcr.org.uk
Website	www.homestartmanchester.com

Activities

Objects: A. TO SAFEGUARD, PROTECT AND PRESERVE THE GOOD HEALTH, BOTH MENTAL AND PHYSICAL OF CHILDREN AND PARENTS OF CHILDREN; B. TO PREVENT CRUELTY OR MALTREATMENT OF CHILDREN; C. TO RELIEVE SICKNESS, POVERTY AND NEED AMONGST CHILDREN AND PARENTS OF CHILDREN; D. TO PROMOTE THE EDUCATION OF THE PUBLIC IN BETTER STANDARDS OF CHILD CARE WITHIN MANCHESTER.

Activities: We work with families across Manchester who have at least one child under the age of 5 and are facing emotional or parenting difficulties. We recruit and train volunteers who visit the families each week to offer them emotional and practical support in their own home.

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Classification

- **How:** Provides Human Resources, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Children/young People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** MANCHESTER WYTHENSHAWE AND ITS ENVIRONS.
- Manchester City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£832,092	£593,508	£716,572	14
2024-03-31	£488,656	£506,456	-	-
2023-03-31	£415,634	£368,484	-	-
2022-03-31	£415,654	£373,333	-	-
2021-03-31	£374,550	£327,822	-	-

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Trustees

Name	Role	Appointed
Emile Pinel	Chair	2022-12-22
Aoife Spillane		2024-11-25
Charlotte Odell		2026-02-09
Charlotte Waddington		2022-12-22
Holleigh Stevenson		2024-09-16
Karin Connell		2020-04-27
Martin Boaler		2021-11-01
Rachel Cooper		2025-11-24
Rebecca Wright		2020-07-20
Sarah Torkington-Halstead		2025-11-24
Shakiba Zulfiqar Ahsen		2024-09-16
Sophie Keeling		2025-11-24

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HOME-START MANCHESTER

England & Wales - Charity number 1105353

Accounts

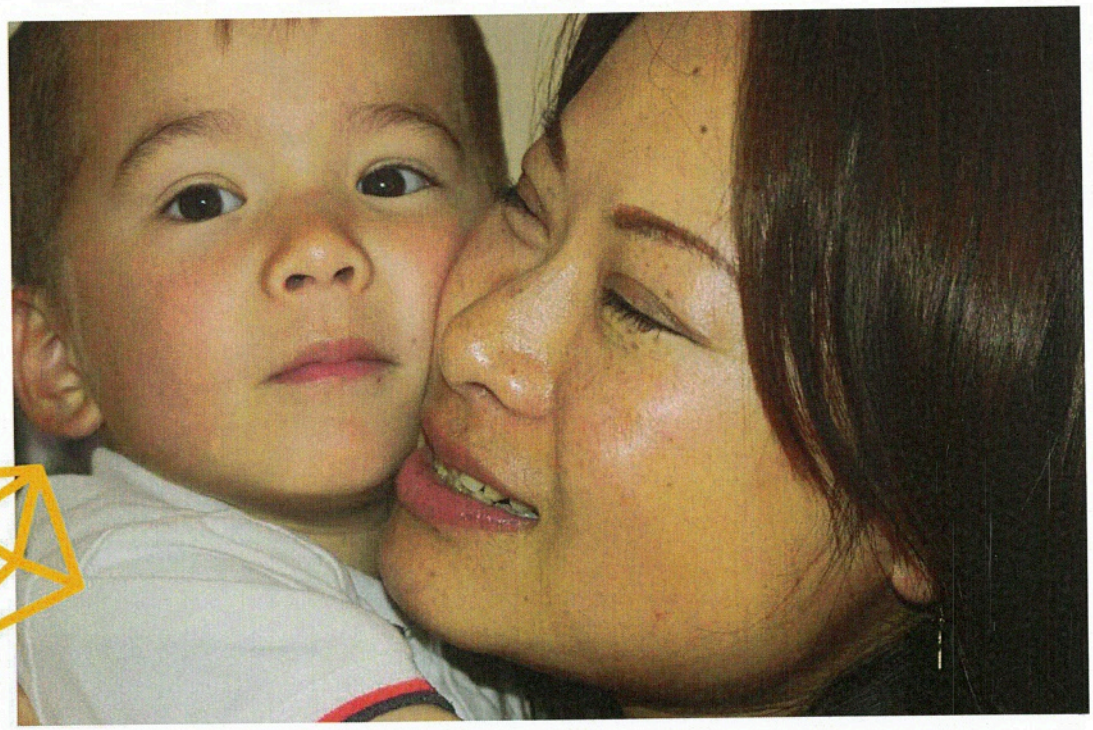
HOME START Manchester

Annual Report and Accounts

Year ending 31st March 2025

Registered Charity Number: 1105353

Company Registration Number: 05183477



HOME-START MANCHESTER

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HOME-START MANCHESTER

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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 2019).

Objectives and activities

The purposes of the charity as set out in the Memorandum and Articles of Association are:

- To safeguard, protect and preserve the mental and physical health of children and their parents.
- To prevent cruelty to or maltreatment of children.
- To relieve sickness, poverty and need amongst children and their parents.
- To promote the education of the public in better standards of childcare.

Our vision and what we do Home-Start Manchester is a volunteer-led empowering, visionary family support service built on trusted relationships and rooted in the community. We believe that every child deserves the best possible start in life and our aim is to be able to support any family in Manchester with at least one child under 5 years old.

Our values underpin everything we do as an organisation – the way we work as a staff/trustee/volunteer team, in partnership with children and families, and with our wider strategic, operational and funding partners:

VALUE	Demonstrated by
RESPECT	• We acknowledge and understand differences • We listen and are respectful in words and actions • We accept that mistakes happen and foster a learning culture
HONEST	• We are open and honest in our communication • We do not shy away from difficult conversations but do so with respect for others' viewpoints • We take time to reflect before communicating in a way that is clear and transparent
JUST	• We acknowledge differences and apply equity to the way we treat others • We are fair in our decision making • We empower, ensuring everyone has a voice that counts
INTEGRITY	• We maintain confidentiality within the parameters of keeping each other safe • We do what we say we'll do • We respectfully challenge things that don't reflect our values
KIND	• We work as a team and support each other • We take interest in and celebrate our individual and group passions, strengths and achievements • We contribute to making wherever Home-Start services are being delivered an emotionally safe and supportive place

Chair's Report

At Home-Start Manchester we believe that every child deserves the best possible start in life.

Our family support is built on a foundation of good planning, hard work and a strong drive towards very high standards. Home-Start Manchester is well governed, well led, well managed.

I am immensely proud of the growth of our charity. Numbers of families supported increased from 172 to 288 this year with a further 531 dads supported through outreach. From being new scheme 18 years ago with a turnover of less than £40k and a staff team of 1, we are now a team of 16 with a turnover of £700k and we are now one of the 10 largest local Home-Start schemes in the country.

We won The Spirt of Manchester Award for Volunteer Involving Organisation of the Year. The winner was chosen by the audience in a public vote and I am particularly pleased that we came out on top in a vote by our peers in the voluntary sector. Home-Start Manchester is an award-winning charity.

We celebrated our 20th anniversary and held the event at the beautiful Manchester Cathedral to commemorate this milestone. On the day we heard from Chief Executive Shelley, Trustee Board Chair Emile, Cllr Joanna Midgeley, Lord Lieutenant Diane Hawkins and video stories from volunteers and families about the incredible work of Home-Start Manchester and our journey over the past 20 years.

I am grateful to my fellow trustees, volunteers, staff and funders as we continue to support families and children in Manchester, because childhood can't wait.

Emile

Trustee Board Chair

CEO report

I'm delighted to be reporting on Home-Start Manchester's 20th year of delivering volunteer-led peer support to families in the early years. 20 years is such an incredible achievement for the organisation and everyone who has been involved, not only in sustaining a high quality and impactful service for Manchester's children and families, but in the growth and diversification of our offer in ensuring we work towards our vision – that every child in Manchester has the best possible start in life.

We are over a year in to the implementation of our 3 year strategic plan and there are several highlights to share:

- Our overarching aim was to increase capacity to meet demand and to diversify our offer to meet the needs of all families in our communities. We move into a new reporting year with a plan to further increase the number of families we support via home visiting to 300, plus a further 485 families through Dad Matters outreach and online group support. This is an incredible 65% increase over the last 3 years!
- We have also embedded and strengthened our delivery to meet under-represented families and are delighted to have been able to double our capacity to deliver Dad Matters support. Equally, our support to Young Parents has further developed and we are now beginning to share learning and insight with the wider workforce to increase engagement of and improve impact for young parents.
- We have been keen to raise and acknowledge the quality of our work and this has been recognised through our Investing in Volunteers award, Kings Award nomination and Spirit of Manchester Volunteer involving Organisation of the Year award and success in becoming a Good Employment Charter member. We have also sustained our Nation Living Wage accreditation and Disability Confident employer recognition.
- We have invested more in our people, launching our Workforce Health and Well-being strategy.
- We embedded our EEDI action plan in our strategic work, delivery and governance; and we report to the Board on progress/impact.
- We have been involved in wider early years workforce work including development of a PAIRS and DofE infant prompts training offer for the whole early years workforce, and a coordinator volunteer programme for Family Hubs.

Whilst in a strong position, we will face the challenges of securing income to sustain and grow our current delivery, whilst ensuring capacity within our infrastructure (particularly around fundraising and marketing). As part of this we will launch an Income Generation strategy that enables us to explore, test and understand how we can make sustainable income from corporates and communities work for us.

We will also face the challenge of managing demand for support, both in terms of complexity of need and volume of requests; and linked to this the sustainability of a full capacity, high performing workforce.

I am grateful to staff, volunteers, trustees and partners for their contribution to our impact and achievements over the last year. As always, my gratitude and thanks goes to the children and families that allow us to come into your homes and lives, trust us and believe in us to help you, thank you!

Shelley, CEO

Service delivery

This year we continued to provide our core activity, which is for volunteers, supported by staff, to visit families with children under 5 at home. They provide emotional and practical support, and work towards goals agreed with the family. We also offer some support to families with children of primary school age, group support for families (face to face and virtual), family outings, direct home visiting support from paid Family Support Workers, referrals and signposting to other services, and peer support and development opportunities for volunteers.

This year 288 Manchester families with 720 children received support from us, with an additional 548 families supported through Dad Matters outreach and our virtual group offer. We had 15 staff and 78 volunteers, including our Trustees.

We carefully recruit our volunteers from the local community and require them to have parenting/caring experience and the commitment to support a family for up to a year. We have a robust selection process comprising an application, interview, references and Enhanced DBS. Volunteers must attend 3 days face to face training and complete 6 e-learning modules.

Once carefully matched with a family volunteers are required to attend regular Supervision and on-going training (face to face and online). Following 6 months service we can provide employment/career progression support if requested.

Our staff and volunteers provide home visiting and local community support for 2-3 hours each week. Support is focused on trust building and befriending, but may also include practical help with the children and home organisation, form filling and budgeting, role modelling and supporting early learning and play with the children, parenting support around routines and boundaries, nurturing the parent child relationship, help to get out of the home and to access groups and other services, access to financial and essential item support. Support is individually tailored and has a whole family focus. The only areas we cannot help with are looking after children in the absence of parents, housekeeping, transporting families in staff/volunteers' cars or intimate/health care of the children.

In the last year we delivered a number of targeted projects in partnership with fellow services/providers, which is further strengthen us and opened up new avenues for funding and delivery into the next financial year.

Parent Infant Relationship Support/Family Hubs

The Parent Infant Relationships Support (PAIRS) project is a Citywide partnership project in Manchester between CAPS (Child and Parent Service), Health Visiting and Home-Start focusing support from conception to a child's 2nd birthday. The project looks at attachment and brain development and how important a child's experiences during this critical period are, and how those experiences can have long lasting effects on their future mental health and relationships. All volunteers who will support a family where PAIRS support has specifically been requested have completed an additional training co-delivered with a Clinical Psychologist. In November we tripled our staff capacity, and subsequently our volunteer team, to support more families with PAIRS needs. We also launched a weekly virtual stay and play group for children aged 0-2 for families not able or ready to attend face to face groups.

In addition and with the funding from Family Hubs MCC, we have been able to launch Dad Matters outreach and 121 support across the City, and also co-deliver Baby Bonding sessions with CAPS.

Dad Matters provides Family Hubs locality-based support to fathers and in the peri-natal period, with a focus again on the parent infant relationship. In addition, the service provides outreach support at birth registrations and hospital appointments. Following consultation with local dads, the project is beginning to branch out and launch dad-only stay and play sessions and walk and talks.

Dad Matters have also played an integral role in consulting services on inclusion of fathers in services, and we deliver workforce training as part of this offer.

Thriving Babies: Confident Parents

This project is about promoting the health, wellbeing and safeguarding of children through working differently with their parents during pregnancy and during the child's early years. It is a multi-agency approach, working pro-actively with parents to build on strengths. The project includes intensive assessment, support and intervention programme for at risk babies. An external evaluation of the project can be found here: https://whatworks-csc.org.uk/research-report/thriving-babies-confident-parents/

We are delighted that the project was awarded an iNetwork award for innovation, a significant number of babies have remained in the safe care of birth family and currently the return on investment is £1.78 for every £1 spent.

Teenage parent support

We launched our new project, supporting young families with babies under 18 months for whom baby was conceived when the parent/s were 19 years or under. The project works closely with specialist young parent midwives to identify and support families emotionally and practically, ensuring they are safe and engaged in services.

To complement our home visiting support we ran family days and activities, and provided additional donations at Christmas. We also provided home safety and safe sleeping equipment, slow cookers and carbon monoxide alarms, books, and clothes.

Referrals

We received a total of 323 referrals compared to 231 in the previous year. Health Visiting continue to be our main referrer, but we are delighted that referrals from Midwifery have increased significantly. We continue to receive self referrals and referrals from a variety of universal and specialist services across health, Council and VCSE providers.

The needs of families and our impact

Referrals were made to us requesting support with the following areas of need. The evidence of our work with families continues to demonstrate that parents are better able to cope following Home-Start intervention across all domains of family life.

In addition to the impact within the home, our data shows that Home-Start increases families' use of other services. This type of support encourages self-efficacy and therefore long term stability for the family within their community.

The table below demonstrates the % of families identifying needs at initial assessment and the % reporting an improvement. Whilst outcome data remains consistent with previous years, needs around mental health, SEND, housing, and access to services have increased.

Outcome of needs at final visit as at 31st March 2024	% of families expressed as a need at initial assessment	Improvement evidenced
Parenting – parent child interaction and attachment, boundary setting and routine	82.1%	85%
Supporting children's early learning, social, cognitive and language development	84.8%	86.4%
Parents physical health and well-being	74.5%	85%
Parents emotional health and well-being	88.6%	86.1%
Isolation and support networks	86.4%	73.9%
Parents confidence	84.2%	82.5%
Children's physical health and well-being	69.6%	80.8%
Children's emotional health and development	76.1%	87.5%
Managing money	63.0%	76.8%
Managing a safe and suitable home environment	64.1%	82%
Managing healthy relationships	64.1%	80%
Access and engagement with services and community support	84.8%	79.8%
Parents' self-development towards employment	40.2%	60%

'My Home-Start volunteer gave me love, and that was love I could then give to my daughter."

"Because of Home-Start supporting me to build up courage to go to a play group I have made my first mum friend in 4 years."

"Home-Start has changed my life. I went from never leaving the house and losing hope I would ever get better, to becoming a parenting group volunteer. I start my Level 2 in Health and Social Care in September and my next step will be to become a Home-Start volunteer."

"My children are very anxious with strangers but with our volunteer they just know they can trust them and they go to her all the time. They are happier, more engaged and more settled. My son has rocketed with his development as a result."

Volunteers

Each volunteer is interviewed, provides references and completes an Enhanced DBS before attending the Course of Preparation. An active volunteer can expect to receive on-going training, 6 weekly Supervision, regular contact with a designated Coordinator and, following 6 month's service, support with employment (references, job searching, application).

For a number of volunteers working with Home-Start is a step to returning to work or changing careers to work in childcare or family support. For others it's a way of staying active and engaged after retirement.

Last year we launched our new Course of Preparation e-learning format, which increases the amount of self-taught training, with a reduced 2 day face to face wrap around training delivered by our Coordinators. This has proven a great success so far and the benefits include recruitment of volunteers for whom a 6 week course didn't fit into their other commitments, and a quicker turn around.

This year volunteers received additional training in Asylum and Immigration, Parent Infant Mental Health, Domestic Abuse, Substance mis-Use, and Adverse Childhood Experiences, Oral Health, Safe Sleeping. We also continued to meet with volunteers for drops in, either face to face or via video.

Impact

Home-Start's volunteering package has a significant impact on the well-being, confidence and employability of local parents.

Volunteers tell us that completing the Course of Preparation alone positively affects their confidence, self-worth, knowledge and understanding. After 6 months active volunteering with a family this impact is even more significant.

We recruited 4 previously supported families as volunteers this year, and we are also proud to have members of our staff team who started their journey as volunteers! 8 Volunteers secured employment elsewhere.

"The training and the support from my Coordinator is ace. I feel like we're a team and it makes the role fulfilling and worthwhile."

"My eyes have been opened to the impact of poverty for our children. Volunteering with Home-Start has made me so passionate about the early years and I'm telling everyone to join!"

"Home-Start make sure your voice is heard and listened to. They consult on all kinds of things and tell us how the decisions and plans they've made have been influenced by our input."

The team that made it happen

The Trustee Board have overseen the performance of the scheme over the year, and have responsibility for strategic development, sustainability and compliance.

Volunteers are the backbone of the scheme and provide the majority of support to our families. When families require a little more support, especially when their situation and needs become more complex, Coordinators and Family Support Workers may step in to help.

Staff

Shelley Roberts CEO

Clare Blomley – Service Manager

Lara Aspin – PIMH lead and Senior Coordinator

Alice McKellar – Administrator and Finance Officer

Marina Donnellan – Family Support Coordinator

Kate Shatliff – Family Support Coordinator

Eleanor Hacking – Thriving Babies Family Support Coordinator

Tom Waldron – Dad Matters Coordinator

Alice Rogers – Senior Teenage Parent Coordinator

Rebecca Pass – Family Support Worker

Matthew Gill – Dad Matters Coordinator

Reena Downes – Family Support Worker

Andrea Pasquier – Family Support Worker

Rohima Ali – Family Support Coordinator

Carla Orr – Family Support Coordinator

Volunteers

Andrea P, Disna, Edward, Ellie, Helen, Helena, Kiran, Kirsty, Larayb, Leanne, Madhia, May, Nicola, Omotayo, Rugie, Sara, Sonia, Syma, Thaibah, Afshan, Amirah, Amna, Andrea G, Angela, Barbara, Carolyn, Cathy, Chisom, Ciarah, Clare, Elyssia, Emma, Erika, Gul, Helen, Ingila, Jade, Jane G, Jane P, Juanita, Julia, Julie, Jumana, Kate, Kiran, Kirsti, Kirsty, Lily, Lisa, Mahwish, Naegia, Nahid, Nicola, Nosheen, Nur, Penny, Saadia, Saba, Sania, Sherrie, Sophie, Victoria, Wonjin, Zainab, Zaira

Trustees

Emile, Karin, Charlotte, Martin, Lorna, Rebecca, Shakiba, Holleigh, Aoife

Financial Review

Total income for the year was £835,593 (2024: £488,656). Of this amount £5,201 (2024: £6,741) was from donations and legacies, and the balance of £830,395 (2024: £481,915) was income from charitable activities and investment income. Total expenditure for the year £593,508 (2024: £506,456) of which £3,495 (2024: £9,334) related to Fundraising activities and £590,013 (2024: £497,122) related to Charitable Activities. The resulting surplus for the year is £242,088 (2024: deficit £17,800).

The charity is extremely grateful to the many funders who provide funding for service delivery. Without this financial support many families would have suffered even more during another extremely difficult year for everyone.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in interest bearing deposit accounts.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2025 was £19,632 of which all are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain ring-fenced reserves at a minimum of 4 months and a maximum of 9 months of unrestricted charitable expenditure, and to cover liabilities including potential maternity leave, redundancy costs and I.T equipment leases.

The Charity's main source of income is contracts, grants and donations. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

Please refer to Home-Start Manchester's 3 year Strategic Plan for details of our future plans.

Structure, governance and management

Home-Start Manchester is a company limited by guarantee governed by its Memorandum and Articles of Association dated 19th July 2004. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 5th August 2004. Formerly known as Home-Start Manchester South it merged with Home-Start Manchester North on 1st January 2018.

Appointment of trustees

New trustees complete an online application form and are interviewed by the Chair and CEO.

Trustee induction and training

All trustees have completed induction which includes Safeguarding Training, undertaken a DBS check (which is renewed every three years as a minimum) and provided 2 satisfactory references. They are also invited to all volunteer training and encouraged to attend meetings and activities of the service to familiarise themselves with the work of the charity and the context in which it operates.

Organisation

At the end of the financial year there were 8 active Trustees including a Chair and Treasurer. The Committee are responsible for the strategic direction of the organisation and policies and procedures, however, a scheme of delegation is in place and the day to day responsibilities for the provision of services rests with the CEO.

The Board of Trustees operates 4 sub-committees; Governance, Finance, Income Generation and Operations. Each meet quarterly and report back to the full Board.

Governance Committee

3 years ago, we launched a new strategy that included strengthening governance and leadership. The Governance Committee was established to support the implementation of this strategy and to oversee board sustainability and effectiveness. Its membership includes the chairs of sub-committees, Operations, Finance, Income Generation, Trustee Board Chair and Chief Executive. This committee has overseen the development of a detailed Schedule of Delegated Authority, a successful Trustee recruitment strategy which has seen a full refresh and renewal of our board, succession planning, detailed annual agenda planning for the board and all committees and a review, update and modernisation of our governing document.

This work has been a success and I took the decision earlier this year to reduce the frequency of Governance Committee meetings and lessen the meeting burden on my hard-working fellow Trustees.

I was delighted to welcome several new Trustees to Home-Start Manchester, Aoife Spillane, Holleigh Stevenson, Shakiba Ahsen.

I am grateful to Martin Boaler for stepping up and taking on the responsibilities of Deputy Treasurer and leading the Finance Committee, and, after several years leading the Income Generation Committee, I am pleased to have appointed Aoife Spillane to succeed me as its Chair.

Aspiring to good practice in governance is a stepping stone to growth and development of the smaller charity and by adopting this philosophy we have benefited significantly. I will continue to champion good practice and excellence in governance, here at Home-Start Manchester, and for all members of the Home-Start federation through my leadership of Home-Start UK National Chairs Forum and by working to the high standards set out in the Charity Governance Code and Home-Start UK's Quality Assurance.

In the coming year, I will be looking at ways to continue the development of Home-Start Manchester's Trustee Board, both for the individual trustee and the board as a collective.

Emile

Governance Committee Chair

Income Generation Committee

The Income Generation Committee (IGC) has a broad set of responsibilities, including fundraising, grants and contracts, marketing and communications, community engagement, strategic influence, and managing relationships with key stakeholders.

This year, we welcomed two new trustees — one with significant experience in marketing and communications, and another with a strong background in funding.

We have continued to prioritise volunteer recruitment. Building on our renewed volunteer strategy, we have increased the number of volunteers recruited and continued to work with other local Home-Starts, as part of the Greater Manchester Partnership, to explore creative approaches to volunteer engagement.

Sustainable funding remains one of the biggest challenges facing Home-Start Manchester. Looking ahead to the new financial year, we will address these by developing a new income generation strategy and placing a renewed focus on marketing and communications.

We are also continuing to strengthen the partnerships we've established — with colleagues across Greater Manchester, with Home-Start UK through the Chairs Forum and Strategic Reference Group, with local government and health agencies, and with funders.

Aofie Spillane, IGC Chair

Operations Committee

As part of last year's review of the overall governance for HSM, which has been based in part on the growth of the organisation, the Operations Committee has continued to evolve based on the new Scheme of Delegation in the transition from the HR committee. The committee has responsibility for a wider range of governance areas, including employment, volunteering, data protection, health and safety, safeguarding, quality, policy and Equality, Diversity and Inclusion. The committee has grown in terms of membership and will include the safeguarding and volunteering lead trustees. This strengthened governance around key operational and strategic priorities for the organisation provides the Board with the assurance that HSM is able to deliver the 3 year strategy. Support from the committee as the organisation continues to grow and build on its excellent reputation with commissioners, beneficiaries staff and volunteers is fundamental to the success of HSM. Part of the role of the committee is to anticipate change and opportunities for further growth to meet the diverse needs of Manchester families and to ensure that all relevant policies and staffing structures are fit for purpose.

The committee is proud to have overseen the successful Investors in Volunteers accreditation and development of HSM's Equality, Diversity and Inclusion plan to ensure that HSM's services address inequalities experienced by many families in our city

In recognition that the organisation has grown significantly and anticipates further opportunities for growth, a review of staff benefits has been an area of focus this year. Having fair remuneration and other benefits are essential to the retention of staff, particularly during a cost of living crisis but also to ensure that the workforce feels recognised and rewarded equitably.

The key development this year has been the streamlining of responsibilities within the Scheme of Delegated Authority and the change of name to Operations Committee to reflect the broader remit of the committee which includes health and safety, safeguarding, information governance along with oversight of workforce policies.

Karin, Chair Operations Committee

Related parties and co-operation with other organisations

The organisation is guided by both local and national policy and by the Home-Start agreement with Home-Start UK. The purpose of the agreement is:

- To define the principles of and core values of Home-Start.
- To uphold and safeguard the good name, ethos and practice of Home-Start on behalf of all in the Home-Start network and for the benefit of families.
- To protect and safeguard the Home-Start name, logo and intellectual property and to control its use.
- To ensure and support good practice through Home-Start in the interests of families, staff, volunteers and other stakeholders in accordance with quality standards.
- To outline the rights and responsibilities of Home-Start UK and the scheme.
- To set out the process and responsibilities for remedial action when either party has concerns.

Reference and administrative information

Charity Name: Home-Start Manchester
Charity Number: 1105353
Company Registration Number: 05183477

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Emile Pinel	Chair	
Charlotte Waddington	Treasurer	
Lorna Jones		(resigned July 2024)
Karin Connell		
Rebecca Wright		
Martin Boaler		
Holleigh Stevenson		(appointed February 2025)
Aoife Spillane		(appointed February 2025)
Shakiba Ahsen Zulfiqar		(appointed February 2025)

Chief Executive
Shelley Roberts

Registered Office
Woodville Family Hub
Shirley Road
Cheetham
M8 0NE

Independent Examiners

Hilton-Jones t/a Community Accountancy Service
Hollinwood Business Park
Albert Street
Oldham
OL8 3QL

Bankers

Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex
CM13 3BE

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill,
West Malling,
Kent
ME19 4JQ

Virgin Money
Jubilee House
Gosforth
Newcastle Upon Tyne
NE3 4PL

United Trust Bank
PO Box 7193
Planetary Road
Willenhall
WC1X 8TN

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Home-Start Manchester for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

By order of the board of trustees



Emile Pinel
Chair

Date: 17th July 2025

Independent examiner's report to the trustees of HOME-START MANCHESTER

I report on the accounts of the company for the year ended 31st March 2025, which are set out on pages 17 to 30.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

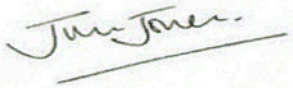
Independent examiner's statement

In connection with 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 the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
- with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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



James Hilton Jones FCCA
Hilton Jones t/a Community Accountancy Service
Hollinwood Business Centre, Albert Street, Oldham OL8 3QL

Date: 17th July 2025

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Further Details	Unrestricted Funds £	Restricted Funds £	Total Funds Year Ended 31 March 2025 £	Total Funds Year Ended 31 March 2024 £
Income from:					
Donations and legacies	(3)	5,201	-	5,201	6,741
Charitable Activities	(4)	837	826,891	827,728	479,464
Investment Income		2,667	-	2,667	2,411
Miscellaneous Income		-	-	-	40
Total		8,705	826,891	835,596	488,656
Expenditure on:					
Raising Funds	(5)	3,495		3,495	9,334
Charitable Activities	(5)	8,988	581,025	590,013	497,122
Total		12,483	581,025	593,508	506,456
Net income/(expenditure)		(3,778)	245,866	242,088	(17,800)
Transfers between funds	(13)	-	-	-	-
Net movement in funds		(3,778)	245,866	242,088	(17,800)
Reconciliation of funds					
Total funds brought forward	(13)	316,069	110,239	426,308	444,108
Total funds carried forward	(13)	312,291	356,105	668,396	426,308

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 20 to 30 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2025

Company registration number: 05183477

	Notes	2025 £	2024 £
Fixed assets:			
Tangible assets	(9)	-	580
Total fixed assets		-	580
Current assets:			
Debtors	(10)	48,451	22,456
Cash at Bank & in Hand		702,563	694,116
Total current assets		751,014	716,572
Liabilities:			
Creditors: Amounts falling due within one year	(11)	82,618	290,844
Net current assets or liabilities		668,396	425,728
Total assets less current liabilities		668,396	426,308
Total net assets or liabilities		668,396	426,308
The funds of the charity:			
Restricted income funds	(13)	356,105	110,239
Unrestricted income funds	(13)	312,291	316,069
Total charity funds		668,396	426,308

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 17th July 2025

Emile Pinel Chair

The notes on pages 20 to 30 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2025

Reconciliation of net movement in funds to net cash flow from operating activities

	Notes	Year Ended 31 March 2025 £	Year Ended 31 March 2024 £
Net movement in funds		242,088	(17,800)
Add back depreciation		580	1,551
Deduct investment income		(2,667)	(2,411)
Decrease/(increase) in debtors		(25,995)	8,741
Increase/(decrease) in creditors		(208,226)	241,390
Net cash used in operating activities		5,780	231,471
Cash flows from investment activities:			
Interest		2,667	2,411
Purchase of fixed assets		-	-
Net cash provided by investing activities		2,667	2,411
Increase/(decrease) in cash and cash equivalents during the year		8,447	233,882
Cash and cash equivalents brought forward		694,116	460,234
Cash and cash equivalents carried forward		**702,563**	**694,116**

Notes to the accounts for the year ended 31st March 2025

1. Accounting policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1st January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 25 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 13.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of events and activities.

Notes to the accounts for the year ended 31st March 2025

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment	33.33% on cost

(j) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions
All staff have the option to pay into a pension scheme with NEST. Contributions are tiered on the gross salary as detailed below. Staff are automatically enrolled into the scheme and are given the option of opting out within a 28 day period.

Employee Contribution	Employer Contribution
4%	4%
5%	6%
6%	8%
7%+	8%

(l) Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(m) Creditors and provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

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

2. Related party transactions and trustees' expenses and remuneration
The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2024: £nil). Expenses paid to the trustees in the year totalled £nil (2024: £82). This comprised 0 (2024: 1) trustee claiming travel expenses. No trustees gave unconditional donations during the year (2024: £nil).

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2025	Restricted Year Ended 31 March 2025	Total Funds Year Ended 31 March 2025	Total Funds Year Ended 31 March 2024
	£	£	£	£
Donations & fundraising	5,201	-	5,201	6,741
	5,201	-	5,201	6,741

Notes to the accounts for the year ended 31st March 2025

3. Donations and Legacies

Previous reporting period

	Unrestricted Year Ended 31 March 2024	Restricted Year Ended 31 March 2024	Total Funds Year Ended 31 March 2024
	£	£	£
Donations & fundraising	6,741	-	6,741
	6,741	-	6,741

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2025	Restricted Year Ended 31 March 2025	Total Funds Year Ended 31 March 2025	Total Funds Year Ended 31 March 2024
	£	£	£	£
Unrestricted grants:				
CAPS PIMH	-	-	-	29,415
One Manchester	837	-	837	-
Restricted grants:				
Cadent	-	4,375	4,375	4,375
Children in Need	-	37,086	37,086	17,631
Eric Wright	-	6,000	6,000	20,000
Garfield Weston	-	-	-	20,000
Home-Start UK GM Lottery	-	160,794	160,794	168,006
Home-Start UK John Lewis	-	9,000	9,000	-
Manchester City Council Family Hubs	-	243,079	243,079	35,478
Manchester City Council Family Hubs Dad Matters	-	132,348	132,348	23,652
Manchester City Council Teenage Parents	-	50,500	50,500	50,000
Manchester City Council Thriving Babies	-	65,500	65,500	65,500
NHS Manchester University PIMH	-	39,430	39,430	-
Other Home-Starts - GM Lottery	-	-	-	128
Our Manchester Fund	-	62,779	62,779	37,779
Our Manchester Cost of Living	-	7,500	7,500	-
Population Health Emergency Equipment	-	8,500	8,500	7,500
	837	826,891	827,728	479,464

Notes to the accounts for the year ended 31st March 2025

4. Income from charitable activities

Previous reporting period

	Unrestricted Year Ended 31 March 2024 £	Restricted Year Ended 31 March 2024 £	Total Funds Year Ended 31 March 2024 £
Unrestricted grants:			
CAPS PIMH	29,415	-	29,415
Restricted grants:			
Cadent	-	4,375	4,375
Children in Need	-	17,631	17,631
Eric Wright	-	20,000	20,000
Garfield Weston	-	20,000	20,000
Home-Start UK GM Lottery	-	168,006	168,006
Manchester City Council Family Hubs	-	35,478	35,478
Manchester City Council Family Hubs Dad Matters	-	23,652	23,652
Manchester City Council Teenage Parents	-	50,000	50,000
Manchester City Council Thriving Babies	-	65,500	65,500
Other Home-Starts - GM Lottery	-	128	128
Our Manchester Fund	-	37,779	37,779
Population Health Emergency Equipment	-	7,500	7,500
	29,415	450,049	479,464

Notes to the accounts for the year ended 31st March 2025

5. Expenditure

	Home-Start Family Support	Year Ended 31 March 2025 Total Funds	Year Ended 31 March 2024 Total Funds
	£	£	£
Expenditure on raising funds:			
Fundraising Costs	305	305	1,501
Advertising and marketing	3,190	3,190	7,833
	3,495	3,495	9,334
Expenditure on charitable activities:			
Employment Costs	410,162	410,162	308,029
Sessional Workers		-	2,505
Recruitment	1,343	1,343	1,495
Administration Support	11,700	11,700	4,350
Virtual Group Costs	385	385	-
Training	8,359	8,359	6,653
Clinical Supervision	4,898	4,898	5,950
Subcontracted Services	107,925	107,925	117,779
Away Day Costs	422	422	1,063
20th Anniversary Event	5,000	5,000	-
Home-Start UK Annual Fee		-	7,208
Volunteers Costs	6,354	6,354	2,739
Travel Expenses	4,291	4,291	3,387
IT Costs	156	156	-
Dad Matters Costs	655	655	3,900
Hospitality	510	510	596
Minor Equipment	2,743	2,743	3,893
Repairs & Maintenance	371	371	209
Bank Charges	60	60	60
Emergency Equipment	4,903	4,903	9,098
Subscriptions	1,377	1,377	-
Translation Fees	170	170	594
Family Costs	624	624	997
Telephone	9,897	9,897	5,665
Rent	2,472	2,472	2,472
Insurance	1,243	1,243	1,137
Governance	2,801	2,801	2,987
Post, Printing & Stationery	612	612	2,805
Depreciation	580	580	1,551
	590,013	590,013	497,122
Total Expenditure	593,508	593,508	506,456
Unrestricted funds		12,483	74,974
Restricted funds		581,025	431,482
		593,508	506,456

6. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total 2025	Basis of apportionment
Payroll Bureau Charges	1,627	-	1,627	type of expense
Professional Fees	34	-	34	type of expense
Accountancy Fees	-	1,140	1,140	type of expense
	1,661	1,140	2,801	

Notes to the accounts for the year ended 31st March 2025

6. Allocation of governance and support costs

Previous reporting period

	General Support	Governance	Total 2024	Basis of apportionment
Payroll Bureau Charges	1,173	-	1,173	type of expense
Other Accountancy Services	442	-	442	type of expense
Penalties	150	-	150	type of expense
Trustee Expenses	-	82	82	type of expense
Accountancy Fees	-	1,140	1,140	type of expense
	1,765	1,222	2,987	

7. Analysis of staff costs

	Year Ended 31 March 2025	Year Ended 31 March 2024
	£	£
Wages and Salaries	368,030	280,102
Social Security Costs	27,846	18,368
Pension Costs	14,286	9,559
	410,162	308,029
Charitable Activities	410,162	308,029
Support Costs	-	-
	410,162	308,029

The average number of employees during the year was 14 (previous year: 12).
The charity considers its key management personnel comprises the trustees and Chief Executive Officer. The total employment benefits, including employer pension contributions of the key management personnel were £35,978 (previous year: £28,005). No employee has benefits in excess of £60,000 (previous year: none).

8. Independent Examiner Fees

	Year Ended 31 March 2025	Year Ended 31 March 2024
	£	£
Independent examination fees	1,140	1,140
	1,140	1,140

9. Tangible Fixed Assets

	Computers	Total
Cost	£	£
At 1 April 2024	9,656	9,656
Additions	-	-
At 31 March 2025	9,656	9,656
Depreciation		
At 1 April 2024	9,076	9,076
Charge for Year	580	580
At 31 March 2025	9,656	9,656
NET BOOK VALUE		
At 31 March 2025	-	-
At 31 March 2024	580	580

Notes to the accounts for the year ended 31st March 2025

10. Analysis of debtors

	2025	2024
	£	£
Debtors	16,375	-
Prepayments	32,076	22,456
	48,451	22,456

Debtors and prepayments related to restricted funds £48,451 (2024: £22,060) and unrestricted funds £nil (2024: £396).

11. Creditors: amounts falling due within one year

	2025	2024
	£	£
Creditors	10,064	26,168
Short-term compensated absences (holiday pay)	3,951	4,504
Other creditors and accruals	1,140	1,140
Deferred income	67,463	259,032
	82,618	290,844

12. Deferred income

Deferred income comprises grants relating to a period beyond the year end.

Balance as at 1 April 2024	259,032
Amount released to income earned from charitable activities	(259,032)
Amount deferred in year	67,463
Balance at 31 March 2025	67,463

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2024	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£
General Fund	23,410	8,705	(12,483)	-	19,632
Designated Funds	292,659	-	-	-	292,659
	316,069	8,705	(12,483)	-	312,291

Previous reporting period

	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
General Fund	238,100	38,607	(74,974)	(178,323)	23,410
Designated Funds	122,348	-	-	170,311	292,659
	360,448	38,607	(74,974)	(8,012)	316,069

Name of unrestricted fund:	Description, nature and purpose of the fund
General Fund	The "free reserves" after allowing for all designated funds
Designated Funds	For future redundancy and closure costs

Notes to the accounts for the year ended 31st March 2025

Analysis of movements in restricted funds

	Balance at 1 April 2024	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£
Awards for All	157	-	(153)	-	4
Barnardos	3,978	-	-	-	3,978
Cadent	2,581	4,375	-	-	6,956
The Charity Service	891	-	(891)	-	-
Children in Need	-	37,086	(28,316)	-	8,770
Eric Wright	25,501	6,000	(22,487)	-	9,014
Garfield Weston	22,466	-	(22,276)	-	190
Home-Start UK GM Lottery	713	160,794	(162,031)	-	(524)
Home-Start UK Warm Spaces	10	-	-	-	10
Bactive MWA	82	-	-	-	82
Home-Start UK John Lewis	-	9,000	(9,000)	-	-
Manchester City Council Family Hubs	-	243,079	(89,948)	-	153,131
Manchester City Council Family Hubs Dad Matters	(266)	132,348	(43,199)	-	88,883
Manchester City Council Teenage Parents	14,985	50,500	(31,532)	-	33,953
Manchester City Council Thriving Babies	15,883	65,500	(42,316)	-	39,067
NHS Manchester University PIMH	-	39,430	(32,753)	-	6,677
Our Manchester Fund	11	62,779	(61,070)	-	1,720
Our Manchester Cost of Living	-	7,500	(7,500)	-	-
Population Health Emergency Equipment	14,773	8,500	(22,135)	-	1,138
Rainbow Haven	270	-	(57)	-	213
John Lewis	1,169	-	-	-	1,169
Manchester MIND	466	-	(71)	-	395
Big Manchester Covid 19	4,470	-	(4,325)	-	145
Zochonis	1,933	-	(965)	-	968
Lloyds Bank Foundation Continuation Funding	166	-	-	-	166
	110,239	826,891	(581,025)	-	356,105

Notes to the accounts for the year ended 31st March 2025

13. Analysis of charitable funds

Analysis of movements in restricted funds

Previous reporting period

	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Awards for All	3,578	-	(3,421)	-	157
Barnardos	3,978	-	-	-	3,978
Big Lottery Fund	(6,314)	168,006	(161,692)	-	-
Cadent	-	4,375	(1,794)	-	2,581
The Charity Service	1,545	-	(654)	-	891
Children in Need	8,404	17,631	(26,035)	-	-
Eric Wright	15,079	20,000	(9,578)	-	25,501
Garfield Weston	20,855	20,000	(18,389)	-	22,466
Home-Start UK GM Lottery	480	-	(480)	-	-
Home-Start UK GM Lottery	867	-	(154)	-	713
Home-Start UK Warm Spaces	10	-	-	-	10
Bactive MWA	82	-	-	-	82
Manchester City Council Family Hubs	-	35,478	(35,478)	-	-
Manchester City Council Family Hubs Dad Matters	-	23,652	(23,918)	-	(266)
Manchester City Council Teenage Parents	-	50,000	(35,015)	-	14,985
Manchester City Council Thriving Babies	-	65,500	(56,842)	7,225	15,883
Other Home-Starts - GM Lottery	-	128	(128)	-	-
Our Manchester Fund	-	37,779	(37,768)	-	11
Population Health Emergency Equipment	15,761	7,500	(9,275)	787	14,773
Rainbow Haven	5,239	-	(4,969)	-	270
John Lewis	1,169	-	-	-	1,169
Manchester City Council Safe Sleeping Equipment	787	-	(787)	-	-
Manchester MIND	736	-	(270)	-	466
The Brian Kennedy Trust	55	-	(55)	-	-
Big Manchester Covid 19	8,670	-	(4,200)	-	4,470
Zochonis	2,513	-	(580)	-	1,933
Lloyds Bank Foundation Continuation Funding	166	-	-	-	166
	83,660	450,049	(431,482)	8,012	110,239

Notes to the accounts for the year ended 31st March 2025

13. Analysis of charitable funds

Analysis of movements in restricted funds

Name of restricted fund:	Description, nature and purpose of the fund
Awards for All	for salary and on costs for full time co-ordinator
Barnardos	for core costs
Cadent	for essential items for families
The Charity Service	for volunteer costs
Children in Need	for Family Support worker salary and on-costs
Eric Wright	for core costs
Garfield Weston	for core costs/overheads
Home-Start UK GM Lottery	for core costs
Home-Start UK Warm Spaces	for family costs
Bactive MWA	for Coordinator salary and on-costs
Home-Start UK John Lewis	for items for families
Manchester City Council Family Hubs	for family support
Manchester City Council Family Hubs Dad Matters	for family support
Manchester City Council Teenage Parents	for family support
Manchester City Council Thriving Babies	for family support
NHS Manchester University PIMH	for family support
Our Manchester Fund	for family support
Our Manchester Cost of Living	for family support and items for families
Population Health Emergency Equipment	for family items/equipment costs
Rainbow Haven	for Co-ordinator, Asylum project and core costs/overheads
John Lewis	for items for families
Manchester MIND	for project costs
Big Manchester Covid 19	for Coordinator salary and on-costs
Zochonis	for core costs/overheads
Lloyds Bank Foundation Continuation Funding	for Coordinator salary and on-costs

Notes to the accounts for the year ended 31st March 2025

14. Analysis of net assets between funds

	Unrestricted funds	Designated Funds	Restricted funds	Total 2025
	£	£	£	£
Tangible fixed assets	-	-	-	-
Cash at bank and in hand	33,086	292,659	376,818	702,563
Other net current assets/(liabilities)	(13,454)	-	(20,713)	(34,167)
Total	19,632	292,659	356,105	668,396

Previous reporting period

	Unrestricted funds	Designated Funds	Restricted funds	Total 2024
	£	£	£	£
Tangible fixed assets	-	-	580	580
Cash at bank and in hand	28,658	292,659	372,799	694,116
Other net current assets/(liabilities)	(5,248)	-	(263,140)	(268,388)
Total	23,410	292,659	110,239	426,308

15. Financial Instruments

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

16. Lease Commitments

At 31 March 2025 the charity had future minimum lease payments under non-cancellable operation leases, as follows:

	2025	2024
	£	£
Not later than 1 year	2,505	-
Later than 1 year and not later than 5 years	9,393	-
	11,898	-

Income and Expenditure Account

	Year Ended 31 March 2025 £	Year Ended 31 March 2024 £
Income		
Donations & fundraising	5,201	6,741
Investment Income	2,667	2,411
Miscellaneous Income	-	40
Unrestricted grants:		
CAPS PIMH	-	29,415
One Manchester	837	-
Restricted grants:		
Cadent	4,375	4,375
Children in Need	37,086	17,631
Eric Wright	6,000	20,000
Garfield Weston	-	20,000
Home-Start UK GM Lottery	160,794	168,006
Home-Start UK John Lewis	9,000	-
Manchester City Council Family Hubs	243,079	35,478
Manchester City Council Family Hubs Dad Matters	132,348	23,652
Manchester City Council Teenage Parents	50,500	50,000
Manchester City Council Thriving Babies	65,500	65,500
NHS Manchester University PIMH	39,430	-
Other Home-Starts - GM Lottery	-	128
Our Manchester Fund	62,779	37,779
Our Manchester Cost of Living	7,500	-
Population Health Emergency Equipment	8,500	7,500
Total Income	**835,596**	**488,656**
Expenditure		
Fundraising Costs	305	1,501
Advertising and marketing	3,190	7,833
Employment Costs	410,162	308,029
Sessional Workers	-	2,505
Recruitment	1,343	1,495
Administration Support	11,700	4,350
Virtual Group Costs	385	-
Training	8,359	6,653
Clinical Supervision	4,898	5,950
Subcontracted Services	107,925	117,779
Away Day Costs	422	1,063
20th Anniversary Event	5,000	-
Home-Start UK Annual Fee	-	7,208
Volunteers Costs	6,354	2,739
Travel Expenses	4,291	3,387
IT Costs	156	-
Dad Matters Costs	655	3,900
Hospitality	510	596
Minor Equipment	2,743	3,893
Repairs & Maintenance	371	209
Bank Charges	60	60
Emergency Equipment	4,903	9,098
Subscriptions	1,377	-
Translation Fees	170	594
Family Costs	624	997
Telephone	9,897	5,665
Rent	2,472	2,472
Insurance	1,243	1,137
Governance	2,801	2,987
Post, Printing & Stationery	612	2,805
Depreciation	580	1,551
Total Expenditure	**593,508**	**506,456**
Surplus/(deficit for year)	242,088	(17,800)

HOME-START MANCHESTER

England & Wales - Charity number 1105353

Accounts

Registered office: Woodville Family Hub Shirley Road Cheetham Manchester M8 0NE
E admin@homestartmcr.org.uk
W www.homestartmanchester.com

Please note that while the original annual return and financial figures were submitted on time, 26th November 2024, and were accurate, the accompanying accounts document contained errors. We have now uploaded a corrected version of the accounts to ensure the records are complete and accurate.

Home-Start Manchester

HOME START

Manchester

Annual Report and Accounts

Year ending 31st March 2024

Registered Charity Number: 1105353

Company Registration Number: 05183477



HOME-START MANCHESTER

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HOME-START MANCHESTER

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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 2019).

Objectives and activities

The purposes of the charity as set out in the Memorandum and Articles of Association are:

- To safeguard, protect and preserve the mental and physical health of children and their parents.
- To prevent cruelty to or maltreatment of children.
- To relieve sickness, poverty and need amongst children and their parents.
- To promote the education of the public in better standards of childcare.

Our vision and what we do Home-Start Manchester is a volunteer-led empowering, visionary family support service built on trusted relationships and rooted in the community. We believe that every child deserves the best possible start in life and our aim is to be able to support any family in Manchester with at least one child under 5 years old.

Our values underpin everything we do as an organisation – the way we work as a staff/trustee/volunteer team, in partnership with children and families, and with our wider strategic, operational and funding partners:

VALUE	Demonstrated by
RESPECT	• We acknowledge and understand differences • We listen and are respectful in words and actions • We accept that mistakes happen and foster a learning culture
HONEST	• We are open and honest in our communication • We do not shy away from difficult conversations but do so with respect for others' viewpoints • We take time to reflect before communicating in a way that is clear and transparent
JUST	• We acknowledge differences and apply equity to the way we treat others • We are fair in our decision making • We empower, ensuring everyone has a voice that counts
INTEGRITY	• We maintain confidentiality within the parameters of keeping each other safe • We do what we say we'll do • We respectfully challenge things that don't reflect our values
KIND	• We work as a team and support each other • We take interest in and celebrate our individual and group passions, strengths and achievements • We contribute to making wherever Home-Start services are being delivered an emotionally safe and supportive place

Chair's Report

At Home-Start Manchester we believe that every child deserves the best possible start in life.

I'm delighted to be writing this report after my first full year leading the board of trustees. My gratitude goes to all trustees, staff, volunteers, funders and partners who have helped us to support as many families as possible in Manchester with at least one child under 5 years old.

As we prepare to celebrate our 20th anniversary, we can reflect on an exciting journey of change through which we have transformed, grown, secured more income, employed more staff, recruited more volunteers, and achieved better outcomes for more families than ever before.

Our success is built on foundations of good governance, strategy and quality services and I'm pleased to report a 31% increase in the number of families supported, with our support reaching 172 families and 432 dads.

I hope I can count on your continuing support for our vital services in the coming year as we try to make our services available and accessible to as many families in Manchester as possible.

Emile
Chair of Trustees

CEO report

I'm delighted to be writing this year's report in the much-anticipated run up to our 20th anniversary, which will have passed by the time this report is published. 20 years is such an incredible achievement for the organisation and everyone who has been involved, not only in sustaining a high quality and impactful service for Manchester's children and families, but in the growth and diversification of our offer in ensuring we work towards our vision – that every child in Manchester has the best possible start in life.

We are over a year in to the implementation of our 3 year strategic plan and there are several highlights to share:

- Our overarching aim was to increase capacity to meet demand and to diversify our offer to meet the needs of all families in our communities. This year we have doubled our staff team and increased the number of families supported by 40%. Next year we plan to double the number of families we support and volunteers we recruit and train. Likewise, we have launched new projects supporting fathers in the peri-natal period, and teenage parents. We have also strengthen workforce understanding and knowledge of supporting migrant families, neurodiverse parents and children, and LGBT+ families.
- We have been keen to raise and acknowledge the quality of our work and this has been recognised through our Investing in Volunteers award, Kings Award nomination and Spirit of Manchester Volunteer involving Organisation of the Year nomination. We have also sustained our Nation Living Wage accreditation, become a GM Good Employment charter support, soon to be member, and are working toward becoming a disability confident employer.

- We have invested more in our people, ensuring staff have access to high quality training, support and clinical supervision as appropriate, have time to reflect and access peer support, make full use of our flexible family friendly work policy, and have time together to socialise and relax. We also conducted a salary and benefits review. We are delighted to have retained all of our staff this year, recruited 6 new team members and have unanimous feedback from the team about how valued and supported they feel. Similarly, we launched a new volunteer recruitment and retention strategy and, as a result, have increased the number of volunteers recruited, and improved our retention rate by 50%!

I could go on, but the absolute highlight for me this year has been the impact of our support for families and volunteers. The data and feedback in this report speaks for itself and I am grateful to staff, volunteers, trustees and partners for their contribution. As always, my gratitude and thanks goes to the children and families that allow us to come into your homes and lives, trust us and believe in us to help you, thank you!

Shelley, CEO

Service delivery

This year we continued to provide our core activity which is for volunteers, supported by staff, to visit families with children under 5 at home. They provide emotional and practical support, and work towards goals agreed with the family. We also offer some support to families with children of primary school age, group support for families (face to face and virtual), family outings, direct home visiting support from paid Family Support Workers, referrals and signposting to other services, and peer support and development opportunities for volunteers.

This year 172 Manchester families with 342 children received support from us, with an additional 526 families supported through Dad Matters outreach and our virtual group offer. We had 16 staff and 68 volunteers, including our Trustees.

We carefully recruit our volunteers from the local community and require them to have parenting/caring experience and the commitment to support a family for up to a year. We have a robust selection process comprising an application, interview, references and Enhanced DBS. Volunteers must attend 3 days face to face training and complete 6 e-learning modules.

Once carefully matched with a family volunteers are required to attend regular Supervision and on-going training (face to face and online). Following 6 months service we can provide employment/career progression support if requested.

Our staff and volunteers provide home visiting and local community support for 2-3 hours each week. Support is focused on trust building and befriending, but may also include practical help with the children and home organisation, form filling and budgeting, role modelling and supporting early learning and play with the children, parenting support around routines and boundaries, nurturing the parent child relationship, help to get out of the home and to access groups and other services, access to financial and essential item support. Support is individually tailored and has a whole family focus. The only areas we cannot help with are looking after children in the absence of parents, housekeeping, transporting families in staff/volunteers' cars or intimate/health care of the children.

In the last year we delivered a number of targeted projects in partnership with fellow services/providers, which is further strengthen us and opened up new avenues for funding and delivery into the next financial year.

Parent Infant Relationship Support/Family Hubs

The Parent Infant Relationships Support (PAIRS) project is a Citywide partnership project in Manchester between CAPS (Child and Parent Service), Health Visiting and Home-Start focusing support from conception to a child's 2nd birthday. The project looks at attachment and brain development and how important a child's experiences during this critical period are, and how those experiences can have long lasting effects on their future mental health and relationships. All volunteers who will support a family where PAIRS support has specifically been requested have completed an additional training co-delivered with a Clinical Psychologist. In November we tripled our staff capacity, and subsequently our volunteer team, to support more families with PAIRS needs. We also launched a weekly virtual stay and play group for children aged 0-2 for families not able or ready to attend face to face groups.

In addition and with the funding from Family Hubs MCC, we have been able to launch Dad Matters outreach and 121 support across the City, and also co-deliver Baby Bonding sessions with CAPS.

Dad Matters provides Family Hubs locality-based support to fathers and in the peri-natal period, with a focus again on the parent infant relationship. In addition, the service provides outreach support at birth registrations and hospital appointments. Following consultation with local dads, the project is beginning to branch out and launch dad-only stay and play sessions and walk and talks.

Dad Matters have also played an integral role in consulting services on inclusion of fathers in services, and we deliver workforce training as part of this offer.

Thriving Babies: Confident Parents

This project is about promoting the health, wellbeing and safeguarding of children through working differently with their parents during pregnancy and during the child's early years. It is a multi-agency approach, working pro-actively with parents to build on strengths. The project includes intensive assessment, support and intervention programme for at risk babies. An external evaluation of the project can be found here: https://whatworks-csc.org.uk/research-report/thriving-babies-confident-parents/

We are delighted that the project was awarded an iNetwork award for innovation, a significant number of babies have remained in the safe care of birth family and currently the return on investment is £1.78 for every £1 spent.

Teenage parent support

We launched our new project, supporting young families with babies under 18 months for whom baby was conceived when the parent/s were 19 years or under. The project works closely with specialist young parent midwives to identify and support families emotionally and practically, ensuring they are safe and engaged in services.

To complement our home visiting support we ran family days and activities, and provided additional donations at Christmas. We also provided home safety and safe sleeping equipment, slow cookers and carbon monoxide alarms, books, and clothes.

Referrals

We received a total of 231 referrals, a 75% increase on last year.

Children's centre	Other charity	Women's Aid	School	Midwifery services	Mums matter	IAPT/ Specialist perinatal team	CAPS	Health Visitor	Early Help	Other Mental Health	Self-Referral	Social Worker/ Children's services	Housing	Other
2.6%	9.6%	1.3%	0.9%	24.6%	2.2%	5.3%	4.4%	20.6%	4.8%	8.3%	4.4%	7.5%	0.4%	3.1%

The needs of families and our impact

Referrals were made to us requesting support with the following areas of need. The evidence of our work with families continues to demonstrate that parents are better able to cope following Home-Start intervention across all domains of family life.

In addition to the impact within the home, our data shows that Home-Start increases families' use of other services. This type of support encourages self-efficacy and therefore long term stability for the family within their community.

The table below demonstrates the % of families identifying needs at initial assessment and the % reporting an improvement...

Outcome of needs at final visit as at 31st March 2023	**% of families expressed as a need at initial assessment**	**Improvement evidenced**
Parenting – parent child interaction and attachment, boundary setting and routine	52.5%	81.4%
Supporting children's early learning, social, cognitive and language development	55.5%	85.1%
Parents physical health and well-being	39.6%	76.5%
Parents emotional health and well-being	67.3%	84.5%
Isolation and support networks	64.4%	87.3%
Parents confidence	60.4%	83.3%
Children's physical health and well-being	26.7%	90.9%
Children's emotional health and development	48.5%	87.2%
Managing money	40.6%	81.8%
Managing a safe and suitable home environment	39.6%	81.8%
Managing healthy relationships	33.7%	68.2%
Access and engagement with services and community support	51.5%	88.1%
Parents' self-development towards employment	28.7%	52.9%

'My Home-Start volunteer gave me my confidence back. Knowing I had someone believe in me and be there for my family every week when they weren't getting paid was so powerful to me.'

'My volunteer was my angel. Without her I don't think I'd still have my kids'.

'My children adore our volunteer. She like the mother I never had. We have so much fun together and her visits brighten my week. I'm starting the volunteer training myself soon so I can give to another family what she gave to us.'

Volunteers

Each volunteer is interviewed, provides references and completes an Enhanced DBS before attending the Course of Preparation. An active volunteer can expect to receive on-going training, 6 weekly Supervision, regular contact with a designated Coordinator and, following 6 month's service, support with employment (references, job searching, application).

For a number of volunteers working with Home-Start is a step to returning to work or changing careers to work in childcare or family support. For others it's a way of staying active and engaged after retirement.

Last year we launched our new Course of Preparation e-learning format, which increases the amount of self-taught training, with a reduced 2 day face to face wrap around training delivered by our Coordinators. This has proven a great success so far and the benefits include recruitment of volunteers for whom a 6 week course didn't fit into their other commitments, and a quicker turn around.

This year volunteers received additional training in Asylum and Immigration, Parent Infant Mental Health, Domestic Abuse, Substance mis-Use, and Adverse Childhood Experiences, Oral Health, Safe Sleeping. We also continued to meet with volunteers for drops in, either face to face or via video.

Impact

Home-Start's volunteering package has a significant impact on the well-being, confidence and employability of local parents.

Volunteers tell us that completing the Course of Preparation alone positively affects their confidence, self-worth, knowledge and understanding. After 6 months active volunteering with a family this impact is even more significant.

We recruited 2 previously supported families as volunteers this year, and we are also proud to have members of our staff team who started their journey as volunteers! 7 Volunteers secured employment elsewhere.

'I am really happy to be home visiting. It's so different from talking to someone on the phone to visiting. It was wonderful, I absolutely loved it".

'Thanks for the training today, it was great and I found it very useful and it gave me a boost.'

'I'd like to say a massive thank you to all of the Home-Start Manchester team for making me feel so very welcome and my volunteering journey so very enjoyable. Home Start has allowed me to 'give back' to my community, to use my knowledge and skills and to help make parents & children's lives that bit easier and hopefully happier. Home-Start Mcr's professionalism, training and mentoring has allowed me to transition to a full time career that I have always been passionate about and I'm looking forward to joining a Home-Start team as a fully-fledged employee to continue to make positive impacts on the many families I will support.'

The team that made it happen

The Trustee Board have overseen the performance of the scheme over the year, and have responsibility for strategic development, sustainability and compliance.

Volunteers are the backbone of the scheme and provide the majority of support to our families. When families require a little more support, especially when their situation and needs become more complex, Coordinators and Family Support Workers may step in to help.

Staff

Shelley Roberts CEO

Clare Blomley – Service Manager

Lara Aspin – PIMH lead and Senior Coordinator

Alice McKellar – Administrator and Finance Officer

Marina Donnellan – Family Support Coordinator

Kate Shatliff – Family Support Coordinator

Eleanor Hacking – Thriving Babies Family Support Coordinator

Nicola Halford – Group Worker

Alice Rogers – Teenage Parent Coordinator

Rebecca Pass – Family Support Worker

Matthew Gill – Dad Matters Coordinator

Fiona Walsh – Community Engagement and Communications Officer

Reena Downes – Family Support Worker

Andrea Pasquier – Family Support Worker

Rohima Ali – Family Support Coordinator

Carla Orr – Family Support Coordinator

Volunteers

Afshan, Amna, Andrea G, Andrea O, Barbara, Carolyn M, Carolyn P, Cathy, Chisom, Edward, Ellie, Emma, Erika, Helen B, Helen S, Helena, Ingila, Juanitia, Jumana, Kate, Kayte, Kiran, Kirsti, Kirsty, Larayb, Leanne, Lisa, Maria, Nahid, Nicola M, Nicola H, Penny, Rugie, Saadia, Sania, Sara, Sean, Syma, Victoria, Zainab, Steve, Emile, Karin, Lorna, Charlotte, Martin, Rebecca

Trustees

Emile, Karin, Charlotte, Alex, Lorna, Martin, Rebecca, Jo, Carly

Financial Review

Total income for the year was £488,656 (2023: £415,634). Of this amount £6,741 (2023: £10,811) was from donations and legacies, and the balance of £481,915 (2023: £404,823) was income from charitable activities and investment income. Total expenditure for the year £506,456 (2023: £368,484) of which £9,334 (2023: £2,943) related to Fundraising activities and £497,122 (2023: 365,541) related to Charitable Activities. The resulting deficit for the year is £17,800 (2023 surplus: £47,150).

The charity is extremely grateful to the many funders who provide funding for service delivery. Without this financial support many families would have suffered even more during another extremely difficult year for everyone.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in interest bearing deposit accounts.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2024 was £23,410 of which all are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain ring-fenced reserves at a minimum of 4 months and a maximum of 9 months of unrestricted charitable expenditure, and to cover liabilities including potential maternity leave, redundancy costs and I.T equipment leases.

The Charity's main source of income is contracts, grants and donations. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

Please refer to Home-Start Manchester's 3 year Strategic Plan for details of our future plans.

Structure, governance and management

Home-Start Manchester is a company limited by guarantee governed by its Memorandum and Articles of Association dated 19th July 2004. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 5th August 2004. Formerly known as Home-Start Manchester South it merged with Home-Start Manchester North on 1st January 2018.

Appointment of trustees

New trustees complete an online application form and are interviewed by the Chair and CEO.

Trustee induction and training

All trustees have completed induction which includes Safeguarding Training, undertaken a DBS check (which is renewed every three years as a minimum) and provided 2 satisfactory references. They are also invited to all volunteer training and encouraged to attend meetings and activities of the service to familiarise themselves with the work of the charity and the context in which it operates.

Organisation

At the end of the financial year there were 6 active Trustees including a Chair and Treasurer. The Committee are responsible for the strategic direction of the organisation and policies and procedures, however, a scheme of delegation is in place and the day to day responsibilities for the provision of services rests with the CEO.

The Board of Trustees operates 4 sub-committees: Governance, Finance, Income Generation and Operations. Each meet quarterly and report back to the full Board.

Governance Committee

The Governance Committee comprising the Trustee Board Chair, Committee Chairs and Chief Executive is a consultative group and support mechanism for the Chair of the Board who leads on charity governance. The committee has updated its terms of reference and works to ensure that the board is sustainable and effective.

The way Home-Start Manchester is governed has completely transformed in the last 12 months and I would like to extend my thanks to Shelley, Karin and Charlotte for their support during this period of change.

The board is now clear and focused on its remit of setting the direction for the charity through detailed strategic planning. The board has set out a robust policy framework and a detailed Schedule of Delegated Authority enabling senior staff to manage the charity and all its operations with clear lines of accountability and responsibility.

Continuing to work through four committees, Operations, Finance, Income Generation and Governance has enabled the board to ensure that the right people with the right skills are attending the right meetings with enough time to discuss the right issues at the right time, coupled with detailed annual agenda planning means trustee meetings are relevant, focused and informed and that trustees have been able to affect and oversee the successful implementation of the strategic plan seeking to increase capacity, recruit and retain more volunteers and to support families.

Strengthening governance and leadership has been a priority for Home-Start Manchester and in setting the highest of standards for our work and adhering to the principles of good practice laid out in the Charity Governance Code we have demonstrated excellence in organisational purpose, leadership, integrity, decision-making risk and control, board effectiveness, equality diversity and inclusion, openness and accountability,

A highlight of our bold strategy to strengthen governance and leadership has been a successful trustee recruitment campaign and affecting a refresh and renewal of the trustee board with 4 new trustees appointed.

It's a pleasure to report that the board is competent, capable, committed and courageous and I am excited about the opportunity to work with a diverse, skilled and enthusiastic group of trustees in the year to come.

Emile
Chair
Governance Committee

Income Generation Committee

The Income Generation Committee or IGC has a broad set of responsibilities including fundraising, grants and contracts; marketing and communications; community engagement; strategic influence and relationships with key stakeholders.

One of the biggest challenges facing Home-Start Manchester is volunteer recruitment and this has been the focus of our work over the last 12 months. We have overhauled our volunteer strategy with a detailed focus on recruitment, retention, reward and recognition. Working with other local Home-Starts as part of a Greater Manchester Partnership we have 'upped' our game and brought forward significant recruitment campaigns via the Greater Manchester tram network and through the Manchester Evening News. Coupled with changes to the way we work resulting from achieving Investing in Volunteers, the national quality standard for volunteer management. Changes include the appointment of both a Trustee Lead and Staff Lead for Volunteering, a new website, increasing the frequency of volunteer supervision to every 6 weeks and developing a Volunteer Voice Panel.

Some of the biggest challenges faced by Home-Start Manchester are sustainable funding and volunteer recruitment and we will continue to meet these challenges by strengthening the Income Generation Committee with new trustees, skills, expertise and experience. Maintaining our focus on strong volunteer recruitment plans that are embedded into our overall communications strategy and by continuing to develop the partnerships we have established with our colleagues across Greater Manchester, with Home-Start UK and its Chairs Forum and Strategic Reference Group, with local government and health agencies and with funders.

Emile
Chair
Income Generation Committee

Operations Committee

As part of last year's review of the overall governance for HSM, which has been based in part on the growth of the organisation, the Operations Committee has continued to evolve based on the new Scheme of Delegation in the transition from the HR committee. The committee has responsibility for a wider range of

employment, volunteering, data protection, health and safety, safeguarding, quality, policy and Equality, Diversity and Inclusion. The committee has grown in terms of membership and will include the safeguarding and volunteering lead trustees. This strengthened governance around key operational and strategic priorities for the organisation provides the Board with the assurance that HSM is able to deliver the 3 year strategy. Support from the committee as the organisation continues to grow and build on its excellent reputation with commissioners, beneficiaries staff and volunteers is fundamental to the success of HSM. Part of the role of the committee is to anticipate change and opportunities for further growth to meet the diverse needs of Manchester families and to ensure that all relevant policies and staffing structures are fit for purpose.

The committee is proud to have overseen the successful Investors in Volunteers accreditation and development of HSM's Equality, Diversity and Inclusion plan to ensure that HSM's services address inequalities experienced by many families in our city.

Karin Connell, Chair

In recognition that the organisation has grown significantly and anticipates further opportunities for growth, a review of staff benefits has been an area of focus this year. Having fair remuneration and other benefits are essential to the retention of staff, particularly during a cost of living crisis but also to ensure that the workforce feels recognised and rewarded equitably.

The key development this year has been the streamlining of responsibilities within the Scheme of Delegated Authority and the change of name to Operations Committee to reflect the broader remit of the committee which includes health and safety, safeguarding, information governance along with oversight of workforce policies.

Karin, Chair Operations Committee

Related parties and co-operation with other organisations

The organisation is guided by both local and national policy and by the Home-Start agreement with Home-Start UK. The purpose of the agreement is:

- To define the principles of and core values of Home-Start.
- To uphold and safeguard the good name, ethos and practice of Home-Start on behalf of all in the Home-Start network and for the benefit of families.
- To protect and safeguard the Home-Start name, logo and intellectual property and to control its use.
- To ensure and support good practice through Home-Start in the interests of families, staff, volunteers and other stakeholders in accordance with quality standards.
- To outline the rights and responsibilities of Home-Start UK and the scheme.
- To set out the process and responsibilities for remedial action when either party has concerns.

Reference and administrative information

Charity Name: Home-Start Manchester
Charity Number: 1105353
Company Registration Number: 05183477

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Emile Pinel	Chair	
Charlotte Waddington	Treasurer	
Lorna Jones		(resigned July 2024)
Alexander Henley		(resigned January 2024)
Karin Connell		
Carly Tait		(resigned May 23)
Joanne Calladine		(resigned July 23)
Rebecca Wright		
Martin Boaler		

Chief Executive
Shelley Roberts

Registered Office
Woodville Children's Centre
Shirley Road
Cheetham
M8 0NE

Independent Examiners
Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

Bankers
Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex
CM13 3BE

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill,
West Malling,
Kent
ME19 4JQ

Virgin Money
Jubilee House
Gosforth
Newcastle Upon Tyne
NE3 4PL

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Home-Start Manchester for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

By order of the board of trustees

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _

Emile Pinel
Chair

Date: 11th July 2024

Independent examiner's report to the trustees of HOME-START MANCHESTER

I report on the accounts of the company for the year ended 31st March 2024, which are set out on pages 17 to 30.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
- with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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

AM King FCCA A.M. King
Community Accountancy Service Ltd
The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 11th July 2024

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Further Details	Unrestricted Funds £	Restricted Funds £	Total Funds Year Ended 31 March 2024 £	Total Funds Year Ended 31 March 2023 £
Income from:					
Donations and legacies	(3)	6,741	-	6,741	10,811
Charitable Activities	(4)	29,415	450,049	479,464	403,656
Investment Income		2,411	-	2,411	1,167
Miscellaneous Income		40	-	40	-
Total		38,607	450,049	488,656	415,634
Expenditure on:					
Raising Funds	(5)	-	9,334	9,334	2,943
Charitable Activities	(5)	74,974	422,148	497,122	365,541
Total		74,974	431,482	506,456	368,484
Net income/(expenditure)		(36,367)	18,567	(17,800)	47,150
Transfers between funds	(13)	(8,012)	8,012	-	-
Net movement in funds		(44,379)	26,579	(17,800)	47,150
Reconciliation of funds					
Total funds brought forward	(13)	360,448	83,660	444,108	396,958
Total funds carried forward	(13)	316,069	110,239	426,308	444,108

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 20 to 30 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2024

Company registration number: 05183477

	Notes	2024 £	2023 £
Fixed assets:			
Tangible assets	(9)	580	2,131
Total fixed assets		580	2,131
Current assets:			
Debtors	(10)	22,456	31,197
Cash at Bank & in Hand		694,116	460,234
Total current assets		716,572	491,431
Liabilities:			
Creditors: Amounts falling due within one year	(11)	290,844	49,454
Net current assets or liabilities		425,728	441,977
Total assets less current liabilities		426,308	444,108
Total net assets or liabilities		426,308	444,108
The funds of the charity:			
Restricted income funds	(13)	110,239	83,660
Unrestricted income funds	(13)	316,069	360,448
Total charity funds		426,308	444,108

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 11th July 2024

Emile Pinel Chair

The notes on pages 20 to 30 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2024

Reconciliation of net movement in funds to net cash flow from operating activities

	Notes	Year Ended 31 March 2024	Year Ended 31 March 2023
		£	£
Net movement in funds		(17,800)	47,150
Add back depreciation		1,551	2,046
Deduct investment income		(2,411)	(1,167)
Decrease/(increase) in debtors		8,741	(1,010)
Increase/(decrease) in creditors		241,390	43,375
Net cash used in operating activities		231,471	90,394
Cash flows from investment activities:			
Interest		2,411	1,167
Purchase of fixed assets		-	(1,740)
Net cash provided by investing activities		2,411	(573)
Increase/(decrease) in cash and cash equivalents during the year		233,882	89,821
Cash and cash equivalents brought forward		460,234	370,413
Cash and cash equivalents carried forward		**694,116**	**460,234**

Notes to the accounts for the year ended 31st March 2024

1. Accounting policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1st January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 28 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 13.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of events and activities.

Notes to the accounts for the year ended 31st March 2024

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment	33.33% on cost

(j) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions
All staff have the option to pay into a pension scheme with NEST. Contributions are tiered on the gross salary as detailed below. Staff are automatically enrolled into the scheme and are given the option of opting out within a 28 day period.

Employee Contribution	Employer Contribution
4%	4%
5%	6%
6%	8%
7%+	8%

(l) Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(m) Creditors and provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

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

2. Related party transactions and trustees' expenses and remuneration
The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2023: £nil). Expenses paid to the trustees in the year totalled £82 (2023: £56). This comprised 1 (2023: 4) trustees claiming travel expenses. No trustees gave unconditional donations during the year (2023: £1,262 (6 trustees)).

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2024 £	Restricted Year Ended 31 March 2024 £	Total Funds Year Ended 31 March 2024 £	Total Funds Year Ended 31 March 2023 £
Donations & fundraising	6,741	-	6,741	10,811
	6,741	-	6,741	10,811

Notes to the accounts for the year ended 31st March 2024

3. Donations and Legacies

Previous reporting period

	Unrestricted Year Ended 31 March 2023	Restricted Year Ended 31 March 2023	Total Funds Year Ended 31 March 2023
	£	£	£
Donations & fundraising	10,811	-	10,811
	10,811	-	10,811

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2024	Restricted Year Ended 31 March 2024	Total Funds Year Ended 31 March 2024	Total Funds Year Ended 31 March 2023
	£	£	£	£
Unrestricted grants:				
Central Big Manchester	-	-	-	27,524
Tesco	-	-	-	1,000
CAPS PIMH	29,415	-	29,415	38,665
Manchester City Council What Works	-	-	-	46,644
Restricted grants:				
Awards for All	-	-	-	9,866
Barnardos	-	-	-	15,941
Big Lottery Fund	-	-	-	41,100
Cadent	-	4,375	4,375	-
The Charity Service	-	-	-	4,000
Children in Need	-	17,631	17,631	22,390
Eric Wright	-	20,000	20,000	32,000
Garfield Weston	-	20,000	20,000	20,000
Home-Start UK GM Lottery	-	168,006	168,006	22,500
Home-Start UK Warm Spaces	-	-	-	1,000
Manchester City Council Family Hubs	-	35,478	35,478	-
Manchester City Council Family Hubs Dad Matters	-	23,652	23,652	-
Manchester City Council Teenage Parents	-	50,000	50,000	-
Manchester City Council Thriving Babies	-	65,500	65,500	-
Other Home-Starts - GM Lottery	-	128	128	-
Our Manchester Fund	-	37,779	37,779	-
Population Health Emergency Equipment	-	7,500	7,500	22,500
Rainbow Haven	-	-	-	5,205
Starting Well	-	-	-	78,157
Manchester MIND	-	-	-	14,615
The Brian Kennedy Trust	-	-	-	549
	29,415	450,049	479,464	403,656

Notes to the accounts for the year ended 31st March 2024

4. Income from charitable activities

Previous reporting period

	Unrestricted Year Ended 31 March 2023	Restricted Year Ended 31 March 2023	Total Funds Year Ended 31 March 2023
	£	£	£
Unrestricted grants:			
Central Big Manchester	27,524	-	27,524
Tesco	1,000	-	1,000
CAPS PIMH	38,665	-	38,665
Manchester City Council What Works	46,644	-	46,644
Restricted grants:			
Awards for All	-	9,866	9,866
Barnardos	-	15,941	15,941
Big Lottery Fund	-	41,100	41,100
The Charity Service	-	4,000	4,000
Children in Need	-	22,390	22,390
Eric Wright	-	32,000	32,000
Garfield Weston	-	20,000	20,000
Home-Start UK GM Lottery	-	22,500	22,500
Home-Start UK Warm Spaces	-	1,000	1,000
Population Health Emergency Equipment	-	22,500	22,500
Rainbow Haven	-	5,205	5,205
Starting Well	-	78,157	78,157
Manchester MIND	-	14,615	14,615
The Brian Kennedy Trust	-	549	549
	113,833	289,823	403,656

Notes to the accounts for the year ended 31st March 2024

5. Expenditure

	Home-Start Family Support	Year Ended 31 March 2024 Total Funds	Year Ended 31 March 2023 Total Funds
	£	£	£
Expenditure on raising funds:			
Fundraising Costs	1,501	1,501	243
Advertising and marketing	7,833	7,833	2,700
	9,334	9,334	2,943
Expenditure on charitable activities:			
Employment Costs	308,029	308,029	228,412
Sessional Workers	2,505	2,505	6,187
Recruitment	1,495	1,495	-
Administration Support	4,350	4,350	-
Training	6,653	6,653	411
Clinical Supervision	5,950	5,950	-
Subcontracted Services	117,779	117,779	88,363
Away Day Costs	1,063	1,063	-
Staff Costs	-	-	1,886
Home-Start UK Annual Fee	7,208	7,208	5,850
Volunteers Costs	2,739	2,739	3,689
Travel Expenses	3,387	3,387	104
Consultancy	-	-	1,200
Dad Matters Registration Fee	3,900	3,900	-
Hospitality	596	596	327
Minor Equipment	3,893	3,893	61
Repairs & Maintenance	209	209	386
Bank Charges	60	60	72
Emergency Equipment	9,098	9,098	-
Subscriptions	-	-	3,158
Translation Fees	594	594	-
Family Costs	997	997	9,589
Telephone	5,665	5,665	5,319
Rent	2,472	2,472	2,472
Insurance	1,137	1,137	1,521
Governance	2,987	2,987	2,604
Post, Printing & Stationery	2,805	2,805	1,884
Depreciation	1,551	1,551	2,046
	497,122	497,122	365,541
Total Expenditure	506,456	506,456	368,484
Unrestricted funds		74,974	111,806
Restricted funds		431,482	256,678
		506,456	368,484

6. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total 2024	Basis of apportionment
Payroll Bureau Charges	1,173	-	1,173	type of expense
Other Accountancy Services	442	-	442	type of expense
Penalties	150	-	150	type of expense
Trustee Expenses	-	82	82	type of expense
Accountancy Fees	-	1,140	1,140	type of expense
	1,765	1,222	2,987	

Notes to the accounts for the year ended 31st March 2024

6. Allocation of governance and support costs

Previous reporting period

	General Support	Governance	Total 2023	Basis of apportionment
Payroll Bureau Charges	442	-	442	type of expense
Other Accountancy Services	1,052	-	1,052	type of expense
Accountancy Fees	-	1,110	1,110	type of expense
	1,494	1,110	2,604	

7. Analysis of staff costs

	Year Ended 31 March 2024	Year Ended 31 March 2023
	£	£
Wages and Salaries	280,102	206,045
Social Security Costs	18,368	13,057
Pension Costs	9,559	9,310
	308,029	228,412
Charitable Activities	308,029	228,412
Support Costs	-	-
	308,029	228,412

The average number of employees during the year was 12 (previous year: 10).
The charity considers its key management personnel comprises the trustees and Chief Executive Officer. The total employment benefits, including employer pension contributions of the key management personnel were £28,005 (previous year: £22,868). No employee has benefits in excess of £60,000 (previous year: none).

8. Independent Examiner Fees

	Year Ended 31 March 2024	Year Ended 31 March 2023
	£	£
Independent examination fees	1,140	1,110
	1,140	1,110

9. Tangible Fixed Assets

	Computers	Total
Cost	£	£
At 1 April 2023	9,656	9,656
Additions	-	-
At 31 March 2024	9,656	9,656
Depreciation		
At 1 April 2023	7,525	7,525
Charge for Year	1,551	1,551
At 31 March 2024	9,076	9,076
NET BOOK VALUE		
At 31 March 2024	580	580
At 31 March 2023	2,131	2,131

Notes to the accounts for the year ended 31st March 2024

10. Analysis of debtors

	2024	2023
	£	£
Debtors	-	9,859
Prepayments	22,456	21,338
	22,456	31,197

Debtors and prepayments related to restricted funds £22,060 (2023: £21,289) and unrestricted funds £396 (2023: £9,908).

11. Creditors: amounts falling due within one year

	2024	2023
	£	£
Creditors	26,168	7,244
Short-term compensated absences (holiday pay)	4,504	-
Other creditors and accruals	1,140	1,110
Deferred income	259,032	41,100
	290,844	49,454

12. Deferred income

Deferred income comprises grants relating to a period beyond the year end.

Balance as at 1 April 2023	41,100
Amount released to income earned from charitable activities	(41,100)
Amount deferred in year	259,032
Balance at 31 March 2024	259,032

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
General Fund	238,100	38,607	(74,974)	(178,323)	23,410
Designated Funds	122,348	-	-	170,311	292,659
	360,448	38,607	(74,974)	(8,012)	316,069

Previous reporting period

	Balance at 1 April 2022	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
General Fund	225,199	125,811	(111,806)	(1,104)	238,100
Designated Funds	122,348	-	-	-	122,348
	347,547	125,811	(111,806)	(1,104)	360,448

Name of unrestricted fund:	Description, nature and purpose of the fund
General Fund	The "free reserves" after allowing for all designated funds
Designated Funds	For future redundancy and closure costs

Notes to the accounts for the year ended 31st March 2024

Analysis of movements in restricted funds

	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Awards for All	3,578	-	(3,421)	-	157
Barnardos	3,978	-	-	-	3,978
Big Lottery Fund	(6,314)	168,006	(161,692)	-	-
Cadent	-	4,375	(1,794)	-	2,581
The Charity Service	1,545	-	(654)	-	891
Children in Need	8,404	17,631	(26,035)	-	-
Eric Wright	15,079	20,000	(9,578)	-	25,501
Garfield Weston	20,855	20,000	(18,389)	-	22,466
Home-Start UK GM Lottery	480	-	(480)	-	-
Home-Start UK GM Lottery	867	-	(154)	-	713
Home-Start UK Warm Spaces	10	-	-	-	10
Bactive MWA	82	-	-	-	82
Manchester City Council Family Hubs	-	35,478	(35,478)	-	-
Manchester City Council Family Hubs Dad Matters	-	23,652	(23,918)	-	(266)
Manchester City Council Teenage Parents	-	50,000	(35,015)	-	14,985
Manchester City Council Thriving Babies	-	65,500	(56,842)	7,225	15,883
Other Home-Starts - GM Lottery	-	128	(128)	-	-
Our Manchester Fund	-	37,779	(37,768)	-	11
Population Health Emergency Equipment	15,761	7,500	(9,275)	787	14,773
Rainbow Haven	5,239	-	(4,969)	-	270
John Lewis	1,169	-	-	-	1,169
Manchester City Council Safe Sleeping Equipment	787	-	(787)	-	-
Manchester MIND	736	-	(270)	-	466
The Brian Kennedy Trust	55	-	(55)	-	-
Big Manchester Covid 19	8,670	-	(4,200)	-	4,470
Zochonis	2,513	-	(580)	-	1,933
Lloyds Bank Foundation Continuation Funding	166	-	-	-	166
	83,660	450,049	(431,482)	8,012	110,239

Notes to the accounts for the year ended 31st March 2024

13. Analysis of charitable funds

Analysis of movements in restricted funds

Previous reporting period

	Balance at 1 April 2022	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Awards for All	-	9,866	(6,288)	-	3,578
Barnardos	-	15,941	(11,963)	-	3,978
Big Lottery Fund	-	41,100	(47,414)	-	(6,314)
The Charity Service	-	4,000	(2,455)	-	1,545
Children in Need	635	22,390	(14,621)	-	8,404
Eric Wright	-	32,000	(16,921)	-	15,079
Garfield Weston	1,455	20,000	(600)	-	20,855
Our Manchester Fund	538	-	(538)	-	-
Home-Start UK Loneliness Fund	480	-	-	-	480
Home-Start UK GM Lottery	169	22,500	(21,802)	-	867
Home-Start UK Warm Spaces	-	1,000	(990)	-	10
Bactive MWA	917	-	(835)	-	82
MWA Sahara	(1,023)	-	-	1,023	-
Population Health Emergency Equipment	-	22,500	(6,739)	-	15,761
Rainbow Haven	84	5,205	(50)	-	5,239
John Lewis	1,787	-	(618)	-	1,169
Starting Well	1,346	78,157	(79,503)	-	-
Manchester City Council Safe Sleeping Equipment	787	-	-	-	787
Manchester MIND	878	14,615	(14,757)	-	736
The Brian Kennedy Trust	-	549	(494)	-	55
Big Manchester Covid 19	25,955	-	(17,366)	81	8,670
Zochonis	15,000	-	(12,487)	-	2,513
Lloyds Bank Foundation Continuation Funding	403	-	(237)	-	166
	49,411	289,823	(256,678)	1,104	83,660

Notes to the accounts for the year ended 31st March 2024

13. Analysis of charitable funds

Analysis of movements in restricted funds

Name of restricted fund:	Description, nature and purpose of the fund
Awards for All	for salary and on costs for full time co-ordinator
Barnardos	for core costs
Big Lottery Fund	for core costs
Cadent	for essential items for families
The Charity Service	for volunteer costs
Children in Need	for Family Support worker salary and on-costs
Eric Wright	for core costs
Garfield Weston	for core costs/overheads
Home-Start UK GM Lottery	for family costs
Home-Start UK GM Lottery	for core costs
Home-Start UK Warm Spaces	for family costs
Bactive MWA	for Coordinator salary and on-costs
Manchester City Council Family Hubs	for family support
Manchester City Council Family Hubs Dad Matters	for family support
Manchester City Council Teenage Parents	for family support
Manchester City Council Thriving Babies	for family support
Other Home-Starts - GM Lottery	for family support
Our Manchester Fund	for family support
Population Health Emergency Equipment	for family items/equipment costs
Rainbow Haven	for Co-ordinator, Asylum project and core costs/overheads
John Lewis	for items for families
Manchester City Council Safe Sleeping Equipment	for the administration and purchase of safe sleeping equipment
Manchester MIND	for project costs
The Brian Kennedy Trust	for purchases for families
Big Manchester Covid 19	for Coordinator salary and on-costs
Zochonis	for core costs/overheads
Lloyds Bank Foundation Continuation Funding	for Coordinator salary and on-costs

Notes to the accounts for the year ended 31st March 2024

14. Analysis of net assets between funds

	Unrestricted funds	Designated Funds	Restricted funds	Total 2024
	£	£	£	£
Tangible fixed assets	-	-	580	580
Cash at bank and in hand	313,858	292,659	87,599	694,116
Other net current assets/(liabilities)	(290,448)	-	22,060	(268,388)
Total	23,410	292,659	110,239	426,308

Previous reporting period

	Unrestricted funds	Designated Funds	Restricted funds	Total 2023
	£	£	£	£
Tangible fixed assets	-	-	2,131	2,131
Cash at bank and in hand	233,099	122,348	104,787	460,234
Other net current assets/(liabilities)	5,001	-	(23,258)	(18,257)
Total	238,100	122,348	83,660	444,108

15. Financial Instruments

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

Income and Expenditure Account

	Year Ended 31 March 2024 £	Year Ended 31 March 2023 £
Income		
Donations & fundraising	6,741	10,811
Investment Income	2,411	1,167
Miscellaneous Income	40	-
Unrestricted grants:		
Central Big Manchester	-	27,524
Tesco	-	1,000
CAPS PIMH	29,415	38,665
Manchester City Council What Works	-	46,644
Restricted grants:		
Awards for All	-	9,866
Barnardos	-	15,941
Big Lottery Fund	-	41,100
Cadent	4,375	-
The Charity Service	-	4,000
Children in Need	17,631	22,390
Eric Wright	20,000	32,000
Garfield Weston	20,000	20,000
Home-Start UK GM Lottery	168,006	22,500
Home-Start UK Warm Spaces	-	1,000
Manchester City Council Family Hubs	35,478	-
Manchester City Council Family Hubs Dad Matters	23,652	-
Manchester City Council Teenage Parents	50,000	-
Manchester City Council Thriving Babies	65,500	-
Other Home-Starts - GM Lottery	128	-
Our Manchester Fund	37,779	-
Population Health Emergency Equipment	7,500	22,500
Rainbow Haven	-	5,205
Starting Well	-	78,157
Manchester MIND	-	14,615
The Brian Kennedy Trust	-	549
Total Income	**488,656**	**415,634**
Expenditure		
Fundraising Costs	1,501	243
Advertising and marketing	7,833	2,700
Employment Costs	308,029	228,412
Sessional Workers	2,505	6,187
Recruitment	1,495	-
Administration Support	4,350	-
Training	6,653	411
Clinical Supervision	5,950	-
Subcontracted Services	117,779	88,363
Away Day Costs	1,063	-
Staff Costs	-	1,886
Home-Start UK Annual Fee	7,208	5,850
Volunteers Costs	2,739	3,689
Travel Expenses	3,387	104
Consultancy	-	1,200
Dad Matters Registration Fee	3,900	-
Hospitality	596	327
Minor Equipment	3,893	61
Repairs & Maintenance	209	386
Bank Charges	60	72
Emergency Equipment	9,098	-
Subscriptions	-	3,158
Translation Fees	594	-
Family Costs	997	9,589
Telephone	5,665	5,319
Rent	2,472	2,472
Insurance	1,137	1,521
Governance	2,987	2,604
Post, Printing & Stationery	2,805	1,884
Depreciation	1,551	2,046
Total Expenditure	**506,456**	**368,484**
Surplus/(deficit for year)	(17,800)	47,150

HOME-START MANCHESTER

England & Wales - Charity number 1105353

Accounts

Manchester

Financial Statements for the year ended 31st March 2023

Registered Charity Number: 1105353

Company Registration Number: 05183477



HOME-START MANCHESTER

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34	TRADITIONAL INCOME AND EXPENDITURE ACCOUNT

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

The purposes of the charity as set out in the Memorandum and Articles of Association are:

- To safeguard, protect and preserve the mental and physical health of children and their parents.
- To prevent cruelty to or maltreatment of children.
- To relieve sickness, poverty and need amongst children and their parents.
- To promote the education of the public in better standards of childcare.

Our vision and what we do Home-Start Manchester is a volunteer-led empowering, visionary family support service built on trusted relationships and rooted in the community. We believe that every child deserves the best possible start in life and our aim is to be able to support any family in Manchester with at least one child under 5 years old.

Our values underpin everything we do as an organisation – the way we work as a staff/trustee/volunteer team, in partnership with children and families, and with our wider strategic, operational and funding partners:

• Our relationships are founded on trust and acceptance, where the strengths and vulnerabilities of being human are nurtured and not judged

• Our support is based on the sharing of lived experience through a model of parent to parent peer support

• We empower and promote independence to achieve safe, healthy, fulfilled families

• We champion early support and prevention, whilst recognising our impactful place in befriending families in crisis

• We are trauma informed and work from a starting place of understanding what has happened to get people to where they are, including the resilience they have built

• We work with whole families and whole communities, creating opportunities for local people as volunteers and/or recipients of support; supporting in a holistic, bespoke way We are responsive and accessible, working in an equitable way and with an ambition to remove barriers and the stigma associated with reaching out for support and/or accessing employment

Chair's Report

At Home-Start Manchester we believe that every child deserves the best possible start in life and I am delighted to present the Chair's report for 2022-2023. It is my privilege to serve as Chair of this remarkable charity and to share with you the progress we have made in providing vital support to families throughout Manchester. I would like to extend my gratitude to outgoing chair, Jo Calladine who has served with distinction on the board as a Trustee and latterly Chair for 18 years. On behalf of the board, staff and volunteers, past and present, we wish Jo all the best for the future.

By recruiting, training and retaining 49 volunteers we have supported 131 families.

In the coming financial year, we will be working to our new 3 year strategy to increase our capacity to support more families in Manchester. By employing more staff and recruiting more volunteers we forecast a significant uptick in support to over 200 families and this report provides an overview of some of the achievements and highlights for the year.

A central pillar of our strategic development is a focus on strengthening governance and leadership. We have a committed and diverse Trustee Board providing vision, strategic guidance and oversight and we continue to develop a strong policy framework operating with clearly identified leadership, responsibility and accountability, streamlined decision-making and clarity around delegated authority.

This has been achieved by developing a comprehensive Schedule of Delegated Authority, coupled with an overhaul of the responsibilities of the Human Resources Committee, rebranded as the Operations Committee with a broader set of delegated responsibilities including, volunteering, employment, safeguarding, information governance, health and safety, equality equity diversity and inclusion, quality, policy.

Trustee recruitment and succession planning has been a significant focus of our work this year and we have updated our trustee recruitment and induction processes in anticipation of a recruitment campaign to follow in Autumn 2023 and which will be based on the results of a recently completed diversity and skills audit.

We have strengthened our approach to financial management, control and risk management by appointing a new Treasurer, updating our Financial Management Policy and Procedures and implementing a finance plan to increase our reserves and enable investment in services to meet the increasing demand for our support.

To further our vision, we are working hard to exert some influence over local strategies, policy and partners that impact on families we support. In partnership with the other Home-Start schemes in Greater Manchester we have secured a significant investment from the Lottery and through this funded partnership we have organised representation and voice on several sub-regional public sector partnerships. We are heavily involved in the design and development of Family Hubs and Thriving Babies partnerships with local government in Manchester.

Increasing our influence is one way in which we have developed our service offer to families in Manchester. But, with ever increasing demand for our services we are working hard to develop specialist services for teenage parents, BAME communities, Dads, families with children aged 0-2 years old. And by recruiting more staff, we have increased our capacity to provide generic support to even more families in Manchester which will reduce waiting times and waiting lists. We are forecasting that this increased service offer will enable us to support 203 families in the coming year, up from 131 in the previous year.

We are committed to being a good employer and we have taken steps to improve retention of staff and volunteers and to develop and diversify our people. We have completed a significant review of staff pay, terms and conditions,

taking account of the challenges posed by the cost-of-living crisis. Management structures have been strengthened and we are taking the opportunity to review our volunteer programme by following the good practice framework provided by the UK quality standard for volunteer management, Investing in Volunteers and we hope to secure accreditation by the end of 2023.

Our 3 year strategy has led us to strengthen our community engagement and communication with resources re-purposed to enable development of our presence in the community, better stakeholder engagement, increased brand awareness. Volunteer recruitment will be enhanced by community engagement and improved social media marketing.

In conclusion, I extend my deepest gratitude to our supporters, partners, stakeholders, staff, trustees and volunteers who have played a pivotal role in the success of Home-Start Manchester. Together we have made a tangible difference in the lives of families, helping them to overcome adversity and build brighter futures. With your continued support, we can achieve even greater impact in the years ahead because every child deserves the best possible start in life.

Emile

Chair

CEO report

It's a pleasure to be writing my 16th report for Home-Start Manchester.

The highlight of this year has been the creation and implementation of our new 3 year Strategic Plan, brought to life in Emile's report above. The plan is a live, working document created with the involvement of families, volunteers, partner agencies, staff and Trustees. It provides direction and structure to our cause and approach and, whilst ambitious, brings promise and excitement to all of our stakeholders.

The plan, which emphasizes our ambition to grow to meet the needs of any family with young children in Manchester, clearly speaks to the long term issue of increasing demand and limited capacity. On recent reflection with colleagues in neighbouring schemes, it is apparent that with growth comes more demand for our support. Whilst leading an organisation which, for many beneficiaries, has a waiting time of more than 14 weeks, is heartbreaking and unacceptable, it is evidence not only of the need in Manchester but is testament to the impact we have and the change that is possible through our support.

To build on the direction of growth, in the coming year we will be focusing on our approach to co-production, alongside our commitment to and practice in equalities, diversity and inclusion – we want and need to ensure we reach those most in need of our support.

I sat only yesterday with a previous volunteer of ours who now works in Early Years for the City Council, having left us for employment over 5 years ago. She recalled the week she completed her training with us, how taken aback she was by the quality of the training and the passion of the staff. She remembers first meeting her family and how her nerves were comforted by a steadfast, professional and compassionate Coordinator; and how she knew instantly when she met the family how much work the Coordinator had done in already building the mum's trust and understanding of the volunteer and service's role.

Similarly, a family we supported 3 years ago contacted me recently to ask for a reference for a cleaning role at a primary school she had volunteered at as a result of her volunteer's encouragement. This same mum had battled alcoholism in her teens and sadly her first born was adopted for their safety. Her children now are thriving both at school and home, all thanks to the volunteer who went above and beyond, sharing novels, curries, and even a short visit with a gift one Christmas Day.

It delights me that the impact of longer term, relationship based peer support is getting the recognition it deserves here in Manchester. We are proud and enthused by the support of our colleagues in Manchester City Council and Manchester Health and Care Commissioning. We are also very grateful for the on-going support of our donors, grant makers, trust funders and foundations.

I would like to extend my thanks for Jo Calladine for her 18 years of service as a Trustee and, more recently, Chair; and to Emile and the Trustees for their support and stability. Thank you to our wonderful, committed and passionate staff team, our army of selfless and beautiful volunteers and, finally our children and families – thank you for trusting us with your precious stories and allowing us the chance to journey with you.

Shelley, CEO

Service delivery

This year we continued to provide our core activity which is for volunteers, supported by staff, to visit families with children under 5 at home. They provide emotional and practical support, and work towards goals agreed with the family. We also offer some support to families with children of primary school age, group support for families (face to face and virtual), family outings, direct home visiting support from paid Family Support Workers, referrals and signposting to other services, and peer support and development opportunities for volunteers.

This year 131 Manchester families with 292 children received support from us. We had 14 staff and 61 volunteers, including our Trustees.

We carefully recruit our volunteers from the local community and require them to have parenting/caring experience and the commitment to support a family for up to a year. We have a robust selection process comprising an application, interview, references and Enhanced DBS. Volunteers must attend 3 days face to face training and complete 6 e-learning modules.

Once carefully matched with a family volunteers are required to attend regular Supervision and on-going training (face to face and online). Following 6 months service we can provide employment/career progression support if requested.

Our staff and volunteers provide home visiting and local community support for 2-3 hours each week. Support is focused on trust building and befriending, but may also include practical help with the children and home organisation, form filling and budgeting, role modelling and supporting early learning and play with the children, parenting support around routines and boundaries, nurturing the parent child relationship, help to get out of the home and to access groups and other services, access to financial and essential item support. Support is individually tailored and has a whole family focus. The only areas we cannot help with are looking after children in the absence of parents, housekeeping, transporting families in staff/volunteers' cars or intimate/health care of the children.

In the last year we delivered a number of targeted projects in partnership with fellow services/providers, which is further strengthen us and opened up new avenues for funding and delivery into the next financial year.

Parent Infant Mental Health

The Parent Infant Mental Health (PIMH) project is a Citywide partnership project in Manchester between CAPS (Child and Parent Service), Health Visiting and Home-Start focusing support from conception to a child's 2nd birthday. The project looks at attachment and brain development and how important a child's experiences during this critical period are, and how those experiences can have long lasting effects on their future mental health and relationships. All volunteers who will support a family where PIMH support has specifically been requested have completed an additional training co-delivered with a Clinical Psychologist. Our Starting Well project was an extension of our PIMH offer, working in partnership with Home-Start Trafford, Salford and Wigan to develop culturally sensitive support and volunteer training for BAME families in the 0-2 period. This included translated training materials and an additional e-learning module – Parenting Across Cultures.

Thriving Babies: Confident Parents

This project is about promoting the health, wellbeing and safeguarding of children through working differently with their parents during pregnancy and during the child's early years. It is a multi-agency approach, working pro-actively with parents to build on strengths. The project includes intensive assessment, support and intervention programme for at risk babies. An external evaluation of the project can be found here: https://whatworks-csc.org.uk/research-report/thriving-babies-confident-parents/

To complement our home visiting support we delivered a weekly online Stay and Play session, ran family days and activities, and provided additional donations at Christmas. We also provided home safety and safe sleeping equipment.

First 1000 Days

Due to funding coming to an end early in the year our delivery partnerships with Manchester MIND and Rainbow Haven came to an end officially. However, this funding and subsequent joint delivery provided an opportunity to build relationships and support pathways, in addition to on-going access to expertise and training, which is a legacy we are delighted to sustain.

Big Manchester

This year we made the sensible but difficult decision to leave the Big Manchester partnership after several very successful years of jointly delivering impactful support to families. We are proud of what we achieved together and wish the partners continued success.

Referrals

We received a total of 153 referrals.

Health Visitor	29%
Early Help	12%
Mental health	5%
Self-referral	6%
Children's Services	11%
Early years	3%
Other VCS	14%
Schools	2%
Midwifery	1%
Perinatal/PIMH services	8%
Housing	1%

The needs of families and our impact

Referrals were made to us requesting support with the following areas of need. The evidence of our work with families continues to demonstrate that parents are better able to cope following Home-Start intervention across all domains of family life.

In addition to the impact within the home, our data shows that Home-Start increases families' use of other services. This type of support encourages self-efficacy and therefore long term stability for the family within their community.

The table below demonstrates the % of families identifying needs at initial assessment and the % reporting an improvement...

Outcome of needs at final visit as at 31st March 2023	% of families expressed as a need at initial assessment	Improvement evidenced
Parenting – parent child interaction and attachment, boundary setting and routine	62%	82%
Supporting children's early learning, social, cognitive and language development	73%	87%
Parents physical health and well-being	57%	80%
Parents emotional health and well-being	85%	77%
Isolation and support networks	76%	79%
Parents confidence	76%	75%
Children's physical health and well-being	33%	80%
Children's emotional health and development	44%	81%
Managing money	52%	76%
Managing a safe and suitable home environment	48%	81%
Managing healthy relationships	38%	65%
Access and engagement with services and community support	50%	92%
Parents' self-development towards employment	7%	40%

'My Home-Start volunteer gave me my confidence back. Knowing I had someone believe in me and be there for my family every week when they weren't getting paid was so powerful to me.'

'My volunteer was my angel. Without her I don't think I'd still have my kids'.

'My children adore our volunteer. She like the mother I never had. We have so much fun together and her visits brighten my week. I'm starting the volunteer training myself soon so I can give to another family what she gave to us.'

Volunteers

Each volunteer is interviewed, provides references and completes an Enhanced DBS before attending the Course of Preparation. An active volunteer can expect to receive on-going training, 6 weekly Supervision, regular contact with a designated Coordinator and, following 6 month's service, support with employment (references, job searching, application).

For a number of volunteers working with Home-Start is a step to returning to work or changing careers to work in childcare or family support. For others it's a way of staying active and engaged after retirement.

Last year we launched our new Course of Preparation e-learning format, which increases the amount of self-taught training, with a reduced 2 day face to face wrap around training delivered by our Coordinators. This has proven a great success so far and the benefits include recruitment of volunteers for whom a 6 week course didn't fit into their other commitments, and a quicker turn around.

This year volunteers received additional training in Asylum and Immigration, Parent Infant Mental Health, Domestic Abuse, Substance mis-Use, and Adverse Childhood Experiences, Oral Health, Safe Sleeping. We also continued to meet with volunteers for drops in, either face to face or via video.

Impact

Home-Start's volunteering package has a significant impact on the well-being, confidence and employability of local parents.

Volunteers tell us that completing the Course of Preparation alone positively affects their confidence, self-worth, knowledge and understanding. After 6 months active volunteering with a family this impact is even more significant.

We recruited 3 previously supported families as volunteers this year, and we are also proud to have members of our staff team who started their journey as volunteers! 8 Volunteers secured employment elsewhere.

'I am really happy to be home visiting. It's so different from talking to someone on the phone to visiting. It was wonderful, I absolutely loved it".

'Thanks for the training today, it was great and I found it very useful and it gave me a boost.'

'I'd like to say a massive thank you to all of the Home-Start Manchester team for making me feel so very welcome and my volunteering journey so very enjoyable. Home Start has allowed me to 'give back' to my community, to use my knowledge and skills and to help make parents & children's lives that bit easier and hopefully happier. Home-Start Mcr's professionalism, training and mentoring has allowed me to transition to a full time career that I have always been passionate about and I'm looking forward to joining a Home-Start team as a fully-fledged employee to continue to make positive impacts on the many families I will support.'

The team that made it happen

The Trustee Board have overseen the performance of the scheme over the year, and have responsibility for strategic development, sustainability and compliance.

Volunteers are the backbone of the scheme and provide the majority of support to our families. When families require a little more support, especially when their situation and needs become more complex, Coordinators and Family Support Workers may step in to help.

Staff

Shelley Roberts CEO

Clare Blomley – Service Manager

Lara Aspin – PIMH lead and Senior Coordinator

Sophie Healey – Administrator, and Finance Marketing Assistant

Alice McKellar – Administrator and Finance Officer

Marina Donnellan – Family Support Coordinator for families seeking asylum

Kate Shatliff – Family Support Coordinator

Tracy Richards – Family Support Coordinator

Eleanor Hacking – Thriving Babies Family Support Coordinator

Hannah Richardson – Fundraising Manager

Nicola Halford – Group Worker

Kersha McLaren – First 1000 Days Coordinator

Alice Rogers – Teenage Parent Coordinator

Rebecca Pass – Family Support Worker

Volunteers

Diane, Helena, Hongping, Irena, Kirsti, Linda, Lucinda, Melanie, Natasha, Rugie, Saadia, Saira, Sandra, Shabana, Sonia, Vanessa, Julia, Chloe, Jenny, Deanna, Fatimata, Angela D, Lisa A, Sarah, Aneta, Rianne, Anthony, Adama, Aimee, Anabel, Angela I, Charlene, Clare, Ellen, Emilia, Fatima, Ffion, Habiba, Humera, Insiya, Janet, Kate, Leanne, Lisa K, Lucy, Martin, Nazma, Paula, Payel; Rachel, Rebecca T, Rebecca P, Sammina, Samra, Sughra, Zahera, Zarah, Zoe, Jade

Trustees

Jo, Emile, Karin, Charlotte, Alex, Lorna, Martin, Rebecca, Carly, Jenny

Financial Review

Total income for the year was £415,634 (2022: £415,654). Of this amount £10,811 (2022: £18,890) was from donations and legacies, and the balance of £404,823 (2022: £396,764) was income from charitable activities and investment income. Total expenditure for the year £368,484 (2022: £373,333) of which £2,943 (2022: £2,464) related to Fundraising activities and £365,541 (2022: £370,869) related to Charitable Activities. The resulting surplus for the year is £47,150 (2022: £42,321).

The charity is extremely grateful to the many funders who provide funding for service delivery. Without this financial support many families would have suffered even more during another extremely difficult year for everyone.

Investment powers and policy

Any surplus funds that are not immediately required may, at the Board's discretion, be invested in order to ensure the Charity's future sustainability.

To ensure such investments are safeguarded;

- Any decision about investment will be made by the board (potentially having professional advice) considering the suitable and diversification of investments, including investments in deposit accounts, to ensure that the failure of one investment or institution does not have a major impact on Home Start Manchester
- Investments will be made in line with Home Start Manchester values and ethos
- Investment performance will be regularly reviewed
- Records will be maintained of all investments held (including details of all those sold or purchased) by the charity
- Accounting controls will be fully implemented to ensure that all dividends or interest payments due are received and accounted for.

At present, none of the charity's funds have been invested. Some funds are in interested bearing deposit accounts.

Reserves policy and going concern

The Board of Trustees of Home Start Manchester has established a reserves policy that appropriately reflects the risks to which the Charity is exposed. In reviewing the potential costs that could arise should a significant reduction in income be incurred, the Trustees have determined that it is appropriate for unrestricted, 'free', reserves to be maintained at a minimum of 4 months and a maximum of 9 months of unrestricted charitable expenditure, and to cover liabilities including potential maternity leave, redundancy cost and I.T equipment leases.

Due to the current uncertainty in the economic climate, shifting restrictions and an anticipated increase in demand for our services, the Trustees have agreed that the Charity will ideally hold more unrestricted funds than the minimum required in the reserves policy.

The balance held in unrestricted reserves at 31st March 2023 was £238,100 of which all are free reserves, after allowing for funds tied up in tangible fixed assets.

The main source of income is contracts, grants and donations. The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial

statements. The budgeted income and expenditure is sufficient, with the level of reserves, for the charity to be able to continue as a going concern.

Risk management

The board fully accepts its responsibilities under the Charity Commission's statement of Recommended Practice (SORP). The Trustees have considered the major risks to which the charity is exposed and are committed to ensuring these are effectively managed. The Chief Executive along with the scheme manager have undertaken a comprehensive risk assessment and established risk registers from an organisation and operational perspective and have established risk management and control procedures which are reviewed regularly by the board.

Plans for Future Periods

In the current financial year, Home-Start Manchester has strengthened its foundations which will allow us to move into our next phase of sustainability and growth. Please refer to Home-Start Manchester's 3 year Strategic Plan for details of our future plans.

Structure, governance and management

Home-Start Manchester is a company limited by guarantee governed by its Memorandum and Articles of Association dated 19th July 2004. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 5th August 2004. Formerly known as Home-Start Manchester South it merged with Home-Start Manchester North on 1st January 2018.

Appointment of trustees

New trustees complete an online application form and are interviewed by the Chair and CEO.

Trustee induction and training

All trustees have completed induction which includes Safeguarding Training, undertaken a DBS check (which is renewed every three years as a minimum) and provided 2 satisfactory references. They are also invited to all volunteer training and encouraged to attend meetings and activities of the service to familiarise themselves with the work of the charity and the context in which it operates.

Trustee Board

At the end of the financial there were 8 active Trustees, including a Chair and Treasurer. The committee are responsible for the strategic direction of the organisation and policies and procedures, however a scheme of delegation is in place, and the day-today responsibilities relating to the provision of services rests with the CEO.

The board of Trustees operates sub committees; Income Generation, Finance, Governance and Operations. Each meet quarterly and report back to the full board of Trustees.

Following the appointment of new trustees, we will continues to train and develop them to ensure they are aware of their new responsibilities. All trustees have completed inductions which includes Safeguard Training, undertaken a DBS check, which is renewed at least every 3 years and we have obtained two satisfactory references. All trustees are invited to attend volunteer training and encouraged to attend meetings and activities of the service to familiarise themselves with the work of the charity and the context in which it operates.

Governance Committee

The Governance Committee is responsible for ensuring that the Trustee Board has the systems, structures, and processes in place to enable it to manage the overall direction, effectiveness, supervision, and accountability of the charity.

The Home-Start Manchester 3-year strategy identifies the need to strengthen governance and leadership so that the charity is well lead, well managed, well informed, and well resourced to grow capacity to support as many families as possible in Manchester with at least one child under 5 years old.

The majority our work in the last 12 months has been around a significant shift of focus and new way of working for the Trustee Board to look at strategy and results and how we go about achieving our vision. We have strengthened and streamlined decision-making with a stronger policy framework, a schedule of delegated authority, updated terms of reference and responsibilities for committees, and by working to connect committee and board agendas to drive the strategy forward.

We have overhauled our trustee recruitment and induction processes, completed a trustee skills and diversity audit and identified a trustee training and development plan. We have strengthened communication and information with a regular a regular trustee bulletin with input from the Trustee Board Chair and Chief Executive Officer.

We continue to work to the national good practice framework for governance set out in the Charity Governance Code.

Emile, Chair Governance Committee

Income Generation Committee

The Income Generation Committee or IGC has a broad set of responsibilities including fundraising, grants and contracts, marketing and communications and community engagement.

It is the IGC that takes responsibility for generating and developing much of the new work and strategic development before it is integrated into the wider working of the charity.

The Home-Start Manchester 3 year strategy recognises that if we are to achieve our goal of being able to support as many families as possible in Manchester with at least one child under 5 years old we need to increase our capacity. We are doing this by looking at ways in which we can improve the quality of our services, raise our reputation, and involve beneficiaries and volunteers in service development. We have already signed up to good practice through the Fundraising Code of Good Practice and the Charity Governance Code and in the coming months we will seek accreditation in volunteer management through Investing in Volunteers.

As a result of our strategic review, we are looking at ways in which we can develop our service offer to enable us to support even more families and by being well connected and developing our influence over strategic partners we will grow our capacity to support families with children in the 0-2 years old cohort and we are developing our role in the delivery of Family Hubs to expand our service offer to Dads, teenage parents and BAME communities.

A key objective for our strategy of growth is to strengthen community engagement and communications which will lead to reduced waiting times for families, increase the numbers of volunteers that we are able to recruit, train and retain, widen our supporter base, and make better use of social media for volunteer recruitment and fundraising. We are doing this by establishing a new role in the charity with responsibility for marketing and communications, community engagement, developing the supporter base and other potential fundraising stakeholders and leading volunteer recruitment.

Emile, Chair Income Generation Committee

Human Resources/Operations Committee

The Human Resources Committee is responsible for ensuring that the Board has assurance that both the paid and volunteer workforce have clear direction and support to deliver Homestart-Manchester 3 year strategy and meet the needs of the families who benefit from services. Central to this is the need for associated policies and plans to ensure that the workforce has opportunities to develop and grow and that there is a strong culture of addressing inequality, valuing diversity and supporting inclusion. Staff recognition and support for wellbeing, particularly in recognition that staff continue to work in a hybrid way and deal with the often complex needs of families is also a key area of focus. Ensuring that Homestart-Manchester has the right paid and unpaid workforce to deliver at increasing scale and there are opportunities for progression are all critical to delivery of the vision that Homestart-Manchester will support every family who needs support.

In recognition that the organisation has grown significantly and anticipates further opportunities for growth, a review of staff benefits has been an area of focus this year. Having fair remuneration and other benefits are essential to the retention of staff, particularly during a cost of living crisis but also to ensure that the workforce feels recognised and rewarded equitably.

The key development this year has been the streamlining of responsibilities within the Scheme of Delegated Authority and the change of name to Operations Committee to reflect the broader remit of the committee which includes health and safety, safeguarding, information governance along with oversight of workforce policies.

Karin, Chair Operations Committee

Related parties and co-operation with other organisations

The organisation is guided by both local and national policy and by the Home-Start agreement with Home-Start UK. The purpose of the agreement is:

- To define the principles of and core values of Home-Start.
- To uphold and safeguard the good name, ethos and practice of Home-Start on behalf of all in the Home-Start network and for the benefit of families.
- To protect and safeguard the Home-Start name, logo and intellectual property and to control its use.
- To ensure and support good practice through Home-Start in the interests of families, staff, volunteers and other stakeholders in accordance with quality standards.
- To outline the rights and responsibilities of Home-Start UK and the scheme.
- To set out the process and responsibilities for remedial action when either party has concerns.

Reference and administrative information

Charity Name: Home-Start Manchester
Charity Number: 1105353
Company Registration Number: 05183477 registered in England and Wales

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Emile Pinel	Chair	
Charlotte Waddington	Treasurer	(appointed January 2023)
Lorna Jones		
Alexander Henley		
Karin Connell		
Carly Tait		(resigned May 2023)
Joanne Calladine		(resigned July 2023)
Rebecca Wright		
Martin Boaler		
Richard Bealing		(resigned December 2022)
Jenny Allen		(resigned December 2022)
Emma Schneider		(resigned July 2022)

Chief Executive

Shelley Roberts

Registered Office

Woodville Children's Centre
Shirley Road
Cheetham
M8 0NE

Independent Examiners

Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

Bankers

Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex
CM13 3BE

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill,
West Malling,
Kent
ME19 4JQ

Virgin Money
Jubilee House
Gosforth
Newcastle Upon Tyne
NE3 4PL

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Home-Start Manchester for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

By order of the board of trustees

_____

Emile Pinel
Chair

Date: 18th October 2023

Independent examiner's report to the trustees of HOME-START MANCHESTER

I report on the accounts of the company for the year ended 31st March 2023, which are set out on pages 20 to 33.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
- with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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

AM King FCCA A.M.King
Community Accountancy Service Ltd
The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 18th October 2023

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

	Further Details	Unrestricted Funds	Restricted Funds	Total Funds Year Ended 31 March 2023	Total Funds Year Ended 31 March 2022
		£	£	£	£
Income from:					
Donations and legacies	(3)	10,811	-	10,811	18,890
Charitable Activities	(4)	113,833	289,823	403,656	396,191
Investment Income		1,167	-	1,167	573
Miscellaneous Income		-	-	-	-
Total		125,811	289,823	415,634	415,654
Expenditure on:					
Raising Funds	(5)	282	2,661	2,943	2,464
Charitable Activities	(5)	111,524	254,017	365,541	370,869
Total		111,806	256,678	368,484	373,333
Net income/(expenditure)		14,005	33,145	47,150	42,321
Transfers between funds	(13)	(1,104)	1,104	-	-
Net movement in funds		12,901	34,249	47,150	42,321
Reconciliation of funds					
Total funds brought forward	(13)	347,547	49,411	396,958	354,637
Total funds carried forward	(13)	360,448	83,660	444,108	396,958

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 23 to 33 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023 £	2022 £
Fixed assets:			
Tangible assets	(9)	2,131	2,437
Total fixed assets		2,131	2,437
Current assets:			
Debtors	(10)	31,197	30,187
Cash at Bank & in Hand		460,234	370,413
Total current assets		491,431	400,600
Liabilities:			
Creditors: Amounts falling due within one year	(11)	49,454	6,079
Net current assets or liabilities		441,977	394,521
Total assets less current liabilities		444,108	396,958
Total net assets or liabilities		444,108	396,958
The funds of the charity:			
Restricted income funds	(13)	83,660	49,411
Unrestricted income funds	(13)	360,448	347,547
Total charity funds		444,108	396,958

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 18th October 2023

Emile Pinel Chair

The notes on pages 23 to 33 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2023

Reconciliation of net movement in funds to net cash flow from operating activities

	Notes	Year Ended 31 March 2023	Year Ended 31 March 2022
		£	£
Net movement in funds		47,150	42,321
Add back depreciation		2,046	1,971
Deduct investment income		(1,167)	(573)
Decrease/(increase) in debtors		(1,010)	37,314
Increase/(decrease) in creditors		43,375	(31,784)
Net cash used in operating activities		90,394	49,249
Cash flows from investment activities:			
Interest		1,167	573
Purchase of fixed assets		(1,740)	(2,911)
Net cash provided by investing activities		(573)	(2,338)
Increase/(decrease) in cash and cash equivalents during the year		89,821	46,911
Cash and cash equivalents brought forward		370,413	323,502
Cash and cash equivalents carried forward		**460,234**	**370,413**

Notes to the accounts

1. Accounting policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1st January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 23 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 13.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of events and activities.

Notes to the accounts

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment	33.33% on cost

(j) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions
All staff have the option to pay into a pension scheme with NEST. Contributions are tiered on the gross salary as detailed below. Staff are automatically enrolled into the scheme and are given the option of opting out within a 28 day period.

Employee Contribution	Employer Contribution
4%	4%
5%	6%
6%	8%
7%+	8%

(l) Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(m) Creditors and provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

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

2. Related party transactions and trustees' expenses and remuneration
The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2022: £nil). Expenses paid to the trustees in the year totalled £56 (2022: £nil). This comprised 4 trustees claiming travel expenses. 6 trustees gave unconditional donations of £1,262 during the year (2022: £1,200).

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2023	Restricted Year Ended 31 March 2023	Total Funds Year Ended 31 March 2023	Total Funds Year Ended 31 March 2022
	£	£	£	£
Donations & fundraising	10,811	-	10,811	18,890
	10,811	-	10,811	18,890

Notes to the accounts

3. Donations and Legacies

Previous reporting period

	Unrestricted Year Ended 31 March 2022	Restricted Year Ended 31 March 2022	Total Funds Year Ended 31 March 2022
	£	£	£
Donations	18,890	-	18,890
	18,890	-	18,890

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2023	Restricted Year Ended 31 March 2023	Total Funds Year Ended 31 March 2023	Total Funds Year Ended 31 March 2022
	£	£	£	£
Unrestricted grants:				
The Charity Service	-	-	-	250
Central Big Manchester	27,524	-	27,524	11,796
Tesco	1,000	-	1,000	-
John Lewis	-	-	-	5,832
CAPS PIMH	38,665	-	38,665	45,500
Manchester City Council What Works	46,644	-	46,644	38,742
Restricted grants:				
Awards for All	-	9,866	9,866	-
Barnardos	-	15,941	15,941	-
Big Lottery Fund	-	41,100	41,100	-
The Charity Service	-	4,000	4,000	-
Children in Need	-	22,390	22,390	29,858
Eric Wright	-	32,000	32,000	-
Garfield Weston	-	20,000	20,000	13,750
GM Lottery	-	-	-	45,000
Home-Start UK GM Lottery	-	22,500	22,500	-
Home-Start UK Warm Spaces	-	1,000	1,000	-
Bactive MWA	-	-	-	11,181
MWA Sahara	-	-	-	20,804
Population Health Emergency Equipment	-	22,500	22,500	-
Rainbow Haven	-	5,205	5,205	17,844
Starting Well	-	78,157	78,157	76,863
Manchester MIND	-	14,615	14,615	43,844
The Brian Kennedy Trust	-	549	549	2,682
Zochonis	-	-	-	15,000
Restricted charitable foundations:				
Lloyds Bank Foundation Continuation Funding	-	-	-	17,245
	113,833	289,823	403,656	396,191

Notes to the accounts

4. Income from charitable activities

Previous reporting period

	Unrestricted Year Ended 31 March 2022	Restricted Year Ended 31 March 2022	Total Funds Year Ended 31 March 2022
	£	£	£
Unrestricted grants:			
The Charity Service	250	-	250
Central Big Manchester	11,796	-	11,796
John Lewis	5,832	-	5,832
CAPS PIMH	45,500	-	45,500
Manchester City Council What Works	38,742	-	38,742
Restricted grants:			-
Children in Need	-	29,858	29,858
Garfield Weston	-	13,750	13,750
GM Lottery	-	45,000	45,000
Bactive MWA	-	11,181	11,181
MWA Sahara	-	20,804	20,804
Rainbow Haven	-	17,844	17,844
Starting Well	-	76,863	76,863
Manchester MIND	-	43,844	43,844
The Brian Kennedy Trust	-	2,682	2,682
Zochonis	-	15,000	15,000
Restricted charitable foundations:			-
Lloyds Bank Foundation Continuation Funding	-	17,245	17,245
	102,120	294,071	396,191

Notes to the accounts

5. Expenditure

	Home-Start Family Support	Year Ended 31 March 2023 Total Funds	Year Ended 31 March 2022 Total Funds
	£	£	£
Expenditure on raising funds:			
Events, Roadshows and Trips	-	-	1,011
Fundraising Costs	243	243	334
Advertising and marketing	2,700	2,700	1,119
	2,943	2,943	2,464
Expenditure on charitable activities:			
Employment Costs	228,412	228,412	249,944
Sessional Workers	6,187	6,187	-
Training	411	411	1,104
Subcontracted Services	88,363	88,363	73,602
Staff Costs	1,886	1,886	-
Clinical Supervision	-	-	8,000
Home-Start UK Annual Fee	5,850	5,850	6,660
Volunteers Costs	3,689	3,689	3,519
Travel Expenses	104	104	4,381
Consultancy	1,200	1,200	-
Safe Sleeping Costs	-	-	4,191
Hospitality	327	327	748
Minor Equipment	61	61	1,634
Repairs & Maintenance	386	386	-
Bank Charges	72	72	96
IT Maintenance	-	-	1,610
Subscriptions	3,158	3,158	-
Family Costs	9,589	9,589	2,859
Telephone	5,319	5,319	4,220
Rent	2,472	2,472	2,472
Insurance	1,521	1,521	1,072
Governance	2,604	2,604	2,286
Post, Printing & Stationery	1,884	1,884	500
Depreciation	2,046	2,046	1,971
	365,541	365,541	370,869
Total Expenditure	368,484	368,484	373,333
Unrestricted funds		111,806	28,748
Restricted funds		256,678	344,585
		368,484	373,333

6. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total 2023	Basis of apportionment
Payroll Bureau Charges	442	-	442	type of expense
Other Accountancy Services	1,052	-	1,052	type of expense
Accountancy Fees	-	1,110	1,110	type of expense
	1,494	1,110	2,604	

Notes to the accounts

6. Allocation of governance and support costs

Previous reporting period

	General Support	Governance	Total 2022	Basis of apportionment
Payroll Bureau Charges	1,176	-	1,176	type of expense
Accountancy Fees	-	1,110	1,110	type of expense
	1,176	1,110	2,286	

7. Analysis of staff costs

	Year Ended 31 March 2023	Year Ended 31 March 2022
	£	£
Wages and Salaries	206,045	222,766
Redundancy Costs	-	-
Social Security Costs	13,057	14,979
Pension Costs	9,310	12,199
	228,412	249,944
Charitable Activities	228,412	249,944
Support Costs	-	-
	228,412	249,944

The average number of employees during the year was 10 (previous year: 12).
The charity considers its key management personnel comprises the trustees and Chief Executive Officer. The total employment benefits, including employer pension contributions of the key management personnel were £22,868 (previous year: £14,605). No employee has benefits in excess of £60,000 (previous year: none).

8. Independent Examiner Fees

	Year Ended 31 March 2023	Year Ended 31 March 2022
	£	£
Independent examination fees	1,110	1,110
	1,110	1,110

9. Tangible Fixed Assets

	Computers	Total
Cost	£	£
At 1 April 2022	7,916	7,916
Additions	1,740	1,740
At 31 March 2023	9,656	9,656
Depreciation		
At 1 April 2022	5,479	5,479
Charge for Year	2,046	2,046
At 31 March 2023	7,525	7,525
NET BOOK VALUE		
At 31 March 2023	2,131	2,131
At 31 March 2022	2,437	2,437

Notes to the accounts

10. Analysis of debtors

	2023	2022
	£	£
Debtors	9,859	29,891
Prepayments	21,338	296
	31,197	30,187

Debtors and prepayments related to restricted funds £21,289 (2022: £30,140) and unrestricted funds £9,908 (2022: £47).

11. Creditors: amounts falling due within one year

	2023	2022
	£	£
Creditors	7,244	871
Short-term compensated absences (holiday pay)	-	4,098
Other creditors and accruals	1,110	1,110
Deferred income	41,100	-
	49,454	6,079

12. Deferred income

Deferred income comprises grants relating to a period beyond the year end.	
Balance as at 1 April 2022	-
Amount released to income earned from charitable activities	-
Amount deferred in year	41,100
Balance at 31 March 2023	41,100

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2022	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
General Fund	225,199	125,811	(111,806)	(1,104)	238,100
Designated Funds	122,348	-	-	-	122,348
	347,547	125,811	(111,806)	(1,104)	360,448

Previous reporting period

	Balance at 1 April 2021	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
General Fund	60,194	121,583	(28,748)	72,170	225,199
Designated Funds	194,794	-	-	(72,446)	122,348
	254,988	121,583	(28,748)	(276)	347,547

Name of unrestricted fund:	Description, nature and purpose of the fund
General Fund	The "free reserves" after allowing for all designated funds
Designated Funds	For future redundancy and closure costs

Notes to the accounts

Analysis of movements in restricted funds

	Balance at 1 April 2022	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Awards for All	-	9,866	(6,288)	-	3,578
Barnardos	-	15,941	(11,963)	-	3,978
Big Lottery Fund	-	41,100	(47,414)	-	(6,314)
The Charity Service	-	4,000	(2,455)	-	1,545
Children in Need	635	22,390	(14,621)	-	8,404
Eric Wright	-	32,000	(16,921)	-	15,079
Garfield Weston	1,455	20,000	(600)	-	20,855
Our Manchester Fund	538	-	(538)	-	-
Home-Start UK Loneliness Fund	480	-	-	-	480
Home-Start UK GM Lottery	169	22,500	(21,802)	-	867
Home-Start UK Warm Spaces	-	1,000	(990)	-	10
Bactive MWA	917	-	(835)	-	82
MWA Sahara	(1,023)	-	-	1,023	-
Population Health Emergency Equipment	-	22,500	(6,739)	-	15,761
Rainbow Haven	84	5,205	(50)	-	5,239
John Lewis	1,787	-	(618)	-	1,169
Starting Well	1,346	78,157	(79,503)	-	-
Manchester City Council Safe Sleeping Equipment	787	-	-	-	787
Manchester MIND	878	14,615	(14,757)	-	736
The Brian Kennedy Trust	-	549	(494)	-	55
Big Manchester Covid 19	25,955	-	(17,366)	81	8,670
Zochonis	15,000	-	(12,487)	-	2,513
Lloyds Bank Foundation Continuation Funding	403	-	(237)	-	166
	49,411	289,823	(256,678)	1,104	83,660

Notes to the accounts

13. Analysis of charitable funds

Analysis of movements in restricted funds

Previous reporting period

	Balance at 1 April 2021	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
The Henry Smith Charity (North)	1,921	-	(1,921)	-	-
The Henry Smith Charity (South)	6,623	-	(6,623)	-	-
Children in Need	483	29,858	(29,706)	-	635
Manchester City Council	17,000	-	(17,000)	-	-
Forever Manchester	221	-	(221)	-	-
Garfield Weston	1,250	13,750	(13,545)	-	1,455
GM Lottery	326	45,000	(45,157)	-	169
GMMF	500	-	(500)	-	-
Our Manchester Fund	684	-	(146)	-	538
Home-Start UK Loneliness Fund	678	-	(198)	-	480
Bactive MWA	429	11,181	(10,693)	-	917
MWA Sahara	8,797	20,804	(30,624)	-	(1,023)
CAPS PIMH	11,396	-	(11,396)	-	-
Rainbow Haven	515	17,844	(18,275)	-	84
John Lewis	2,663	-	(995)	119	1,787
Starting Well	10,021	76,863	(85,538)	-	1,346
Manchester City Council Safe Sleeping Equipment	4,978	-	(4,191)	-	787
Manchester MIND	429	43,844	(43,395)	-	878
The Brian Kennedy Trust	-	2,682	(2,839)	157	-
Big Manchester Covid 19	25,955	-	-	-	25,955
Big Lottery Fund (South)	4,193	-	(4,193)	-	-
We Love Manchester	319	-	(319)	-	-
Zochonis	-	15,000	-	-	15,000
Lloyds Bank Foundation Continuation Funding	268	17,245	(17,110)	-	403
	99,649	294,071	(344,585)	276	49,411

Notes to the accounts

13. Analysis of charitable funds

Analysis of movements in restricted funds

Name of restricted fund:	Description, nature and purpose of the fund
Awards for All	for salary and on costs for full time co-ordinator
Barnardos	for core costs
Big Lottery Fund	for core costs
The Charity Service	for volunteer costs
Children in Need	for Family Support worker salary and on-costs
Eric Wright	for core costs
Garfield Weston	for core costs/overheads
Our Manchester Fund	for Coordinator salary and on-costs
Home-Start UK Loneliness Fund	for family costs
Home-Start UK GM Lottery	for core costs
Home-Start UK Warm Spaces	for family costs
Bactive MWA	for Coordinator salary and on-costs
MWA Sahara	for co-ordinator salary, on-costs and project costs
Population Health Emergency Equipment	for family items/equipment costs
Rainbow Haven	for Co-ordinator, Asylum project and core costs/overheads
John Lewis	for items for families
Starting Well	for BAME PIMH project costs
Manchester City Council Safe Sleeping Equipment	for the administration and purchase of safe sleeping equipment
Manchester MIND	for project costs
The Brian Kennedy Trust	for purchases for families
Big Manchester Covid 19	for Coordinator salary and on-costs
Zochonis	for core costs/overheads
Lloyds Bank Foundation Continuation Funding	for Coordinator salary and on-costs

Notes to the accounts

14. Analysis of net assets between funds

	Unrestricted funds	Designated Funds	Restricted funds	Total 2023
	£	£	£	£
Tangible fixed assets	-	-	2,131	2,131
Cash at bank and in hand	233,099	122,348	104,787	460,234
Other net current assets/(liabilities)	5,001	-	(23,258)	(18,257)
Total	238,100	122,348	83,660	444,108

Previous reporting period

	Unrestricted funds	Designated Funds	Restricted funds	Total 2022
	£	£	£	£
Tangible fixed assets	-	-	2,437	2,437
Cash at bank and in hand	231,231	122,348	16,834	370,413
Other net current assets/(liabilities)	(6,032)	-	30,140	24,108
Total	225,199	122,348	49,411	396,958

15. Financial Instruments

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

Income and Expenditure Account

	Year Ended 31 March 2023 £	Year Ended 31 March 2022 £
Income		
Donations & fundraising	10,811	18,890
Investment Income	1,167	573
Miscellaneous Income	-	-
Unrestricted grants:		
The Charity Service	-	250
Central Big Manchester	27,524	11,796
Tesco	1,000	-
John Lewis	-	5,832
CAPS PIMH	38,665	45,500
Manchester City Council What Works	46,644	38,742
Restricted grants:		
Awards for All	9,866	-
Barnardos	15,941	-
Big Lottery Fund	41,100	-
The Charity Service	4,000	-
Children in Need	22,390	29,858
Eric Wright	32,000	-
Garfield Weston	20,000	13,750
GM Lottery	-	45,000
Home-Start UK GM Lottery	22,500	-
Home-Start UK Warm Spaces	1,000	-
Bactive MWA	-	11,181
MWA Sahara	-	20,804
Population Health Emergency Equipment	22,500	-
Rainbow Haven	5,205	17,844
Starting Well	78,157	76,863
Manchester MIND	14,615	43,844
The Brian Kennedy Trust	549	2,682
Zochonis	-	15,000
Restricted charitable foundations:		
Lloyds Bank Foundation Continuation Funding	-	17,245
Total Income	**415,634**	**415,654**
Expenditure		
Events, Roadshows and Trips	-	1,011
Fundraising Costs	243	334
Advertising and marketing	2,700	1,119
Employment Costs	228,412	249,944
Sessional Workers	6,187	-
Training	411	1,104
Subcontracted Services	88,363	73,602
Staff Costs	1,886	-
Clinical Supervision	-	8,000
Home-Start UK Annual Fee	5,850	6,660
Volunteers Costs	3,689	3,519
Travel Expenses	104	4,381
Consultancy	1,200	-
Safe Sleeping Costs	-	4,191
Hospitality	327	748
Minor Equipment	61	1,634
Repairs & Maintenance	386	-
Bank Charges	72	96
IT Maintenance	-	1,610
Subscriptions	3,158	-
Family Costs	9,589	2,859
Telephone	5,319	4,220
Rent	2,472	2,472
Insurance	1,521	1,072
Governance	2,604	2,286
Post, Printing & Stationery	1,884	500
Depreciation	2,046	1,971
Total Expenditure	**368,484**	**373,333**
Surplus/(deficit for year)	47,150	42,321

HOME-START MANCHESTER

England & Wales - Charity number 1105353

Accounts

HOME-START MANCHESTER

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

Registered Charity No. 1105353
Company Registration No. 05183477

HOME-START MANCHESTER

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HOME-START MANCHESTER

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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 2019).

Objectives and activities

The purposes of the charity as set out in the Memorandum and Articles of Association are:

- To safeguard, protect and preserve the mental and physical health of children and their parents.
- To prevent cruelty to or maltreatment of children.
- To relieve sickness, poverty and need amongst children and their parents.
- To promote the education of the public in better standards of childcare.

Home-Start in Manchester is an empowering, visionary family support service built on trusted relationships and rooted in the community. Our ambition is that every child in Manchester has the opportunities, aspirations and resilience to equip them for life. By working together we want to make sure no parent or family feels alone in the critical task of raising children.

The outcomes we want to achieve to make this happen are:

- parents are confident and have strong relationships with their children

- children are ready for nursery and school

- families engage fully with their communities and other local services

Our values underpin everything we do as an organisation – the way we work as a staff/trustee/volunteer team, in partnership with children and families, and with our wider strategic, operational and funding partners:

- Our relationships are founded on trust and acceptance, where the strengths and vulnerabilities of being human are nurtured and not judged
- We empower and promote independence to achieve safe, healthy, fulfilled families
- We champion early support and prevention, whilst recognising our impactful place in befriending families in crisis
- We are trauma informed and work from a starting place of understanding what has happened to get people to where they are, including the resilience they have built
- We work with whole families and whole communities, creating opportunities for local people and supporting in a holistic, bespoke way
- We are responsive and accessible, working in an equitable way and with an ambition to remove barriers and the stigma associated with reaching out for support

Chair's Report

An ongoing pandemic, the cost of living crisis, war in the Ukraine, the climate emergency, Partygate... The news has been a litany of worrying, upsetting and infuriating stories. Spend too long watching the news or scrolling through social media and it is easy to feel that the world is spiralling rapidly downwards.

It is easy to despair at the state of the world and easy to forget that there are thousands of people quietly getting on with being kind, caring and courageous. Whenever I feel worried or discouraged, I remember the wonderful people who volunteer for Home-Start Manchester.

These remarkable people, who already have jobs, or families, or responsibilities of their own, give their time, for free, to stand alongside local families who are facing challenges. This year 62 people volunteered with our scheme and supported 141 families, and that includes 305 children.

What our volunteers do isn't complicated, but they do give our most priceless resource, time. They listen, they understand, they talk about their own struggles and joys. Through their patient and understanding presence, they encourage and empower parents and engage the whole family.

The support our volunteers give can be, quite literally, life changing. Our families report significant improvements in the way they relate to their children, their own physical and mental health, and with practical matters, such as using services and managing budgets. And with the ongoing challenges posed by the pandemic and the cost of living crisis, our families are among those most vulnerable to these pressures and most in need of support.

Our volunteers are able to do their job so successfully because they are offered first class training and support from our staff. They receive regular supervision and have access to training and information that will assist them in their role.

Our volunteers don't just make a significant difference to our families, they also benefit from their involvement in the scheme. We consult with our volunteers regularly and, as well as being overwhelmingly positive about their experiences supporting their families, they tell us how much Home-Start has improved their confidence and boosted their self esteem. Of the volunteers who moved on from the scheme this year, over half went on to employment or education. I really cannot thank them enough for their commitment.

Finally, I am also deeply grateful to another group of volunteers, the trustees of the scheme. The work they do is very much behind the scenes and yet they are just as committed to the scheme and our families as any of the other volunteers. They each contribute their time and considerable skills to ensure that our scheme can continue to flourish and can remain an invaluable resource to the families of our city.

Jo Calladine

Chair of Home-Start Manchester

CEO report

This year's report takes the format of a joint reflection by both senior team members, given the CEO's planned absence from May 2021 to January 2022.

It's a pleasure to be writing my 15th report for Home-Start Manchester. The highlight of this year has been the opportunity to implement and see the success of my succession plan, which has involved the appointment of our Service Manager, Clare Blomley; and the strengthening of our Governance structure through the development of key sub-committees. This has added a layer of support and security to the organisation whilst I've been away, and provided the opportunity for Clare and the Trustees to fully utilise their skills and experience.

It goes without saying that the pandemic has brought a huge amount of change and limitation to our organisation, but it has also provided much opportunity to be creative and adaptable. Despite risk now being significantly reduced, we have retained flexible working through the use of advanced I.T systems, offer a blended approach to support for families where virtual arrangements are retained where there are identified risks, online training for volunteers which removed barriers where previously commitment to face to face training was difficult, and a more efficient way of working in partnership with other services through retention of virtual meetings where appropriate.

My return to work has been an enjoyable one and it has been inspiring to catch up with colleagues, both internally and externally. You will note in the 'Future Plans' section of this report the exciting opportunities we have, in particular our thriving partnership with health and Local Authority services.

A pressing issue for our organisation is our capacity to meet demand. We have experienced a 100% increase in referrals in the past year; with families struggling most with their mental health, isolation and low confidence. We also know that children have been impacted by the pandemic; notably with delays in language and communication, and poor mental well-being. Families are also finding it difficult to reengage with services and support in our community.

Volunteer recruitment, whilst thriving during the pandemic, has become a significant challenge for us and we know this is a familiar issue across the third sector. Our team are working creatively to raise our profile and improve access to our volunteering opportunities. This includes an impressive package of initial and on-going training and support, and opportunities to come together to socialise.

Finally, I would like to take this opportunity to thank Clare, the staff team, Trustees and volunteers for their unwavering commitment to the organisation, especially in my absence. And to the children and families that trust us and let us into their homes and hearts, thank you.

Shelley

Service Manager report

This year has seen staff work really hard, carrying out robust risk assessments to be able to safely resume our home visiting support, following the easing of the Covid pandemic restrictions. Home visiting is at the heart of what Home-Start does and produces the best outcomes for those we support and we are so glad to be back doing what we do best. The increase in concerns since being able to home visit again speaks for itself and has meant we have been able to ensure additional and appropriate support for the children and parents we see to ensure their lives improve for the better.

I'm incredibly proud of our achievements this year. We have started some exciting new partnership work, had lots of new volunteers join us as well as retaining many existing volunteers through our 'team' approach.

I have enjoyed my first year in my new role as Service Manager. It's not been easy, but extremely rewarding when I look at what we have achieved. Staff and trustees have been incredibly supportive. Thank you.

Clare

Service delivery in 2021-22

Home-visiting

All home visiting support resumed, in a very carefully planned and phased way, in summer 2021, with 127 families receiving home visiting support. In the main families and volunteers were delighted to be able to back together in person. By the end of the reporting year approximately 10% (14 families) of cases remained virtual and/or socially distanced out of the home for health and safety purposes.

35 new volunteers were recruited trained and, uniquely, matched with a family. This matching process ensures positive, supportive, non-judgemental relationships are quickly developed. In total, 62 volunteers were recruited/retained in the year.

Our Family Support Workers, and Coordinators where appropriate, complemented our volunteer offer by providing support to families with more complex needs or those requiring a specific response.

Specialist projects

Within the parameters of our core home visiting offer, we provided support to families under specific thematic needs and circumstances. Such projects involve more specialist staff and volunteer training, and often more formal partnership working as part of an integrated referral and support pathway.

Asylum and Immigration

In partnership with Rainbow Haven as part of our First 1000 Days work we offered all of our volunteers additional training in the Asylum process, including an overview of immigration law and processes. We worked closely with services providing specialist support to this group to ensure we reach those families as early as possible. Greater Manchester Immigration Aid have delivered our volunteer training and are a source of support and guidance. We also actively recruited volunteers with lived experience of seeking asylum (often who now have Refugee or British citizenship status) to support families within this project. Our project Coordinator worked closely with Rainbow Haven and attended their weekly Mama and Baby group to build relationships with families and generate appropriate referrals. This work will end due to funding in summer 2022.

Big Manchester

Big Manchester is a Barnardos-led VCS partnership involving Manchester Women's Aid, Manchester Mind and Change Grow Live. The partnership works with families with complex needs relating to the toxic trio - domestic abuse, mental illness and substance mis-use, working with children of primary school age. Home-Start was funded by the local authority from November 2021 to provide volunteer step-down support for families as part of a partnership with Central Early Help services.

BActive Mcr

This project is an extension of the Big Manchester partnership and involves supporting families with complex needs into regular, whole family physical activity. Our Volunteer Coordinator trained and supports a team of physical activity coaches who support families individually, at sessions and events. This project came to an end in November 2021.

Parent Infant Mental Health

This project is in partnership with the Children and Parent's Service (pre-school Clinical Psychology), supporting parents, particularly those with mild to moderate mental health issues, to understand the needs of their baby and to develop secure attachments in the crucial 0-2 period. As well as developing specialist staff skills through additional training and regular clinical Supervision, we also deliver a comprehensive 4-day PIMH volunteer training course which is co-delivered with colleagues from Health Visiting and CAPS. This project has grown and is a huge success, with referrals accounting for half of the overall scheme's demand.

Sahara

Working in partnership with Manchester Women's Aid (The Pankhurst Trust), our Volunteer Coordinator recruits, trains and supports a team of volunteers who provide support to Black and Minority Ethnic victims, and their children, of domestic abuse. Support is provided as part of a wider Sahara support offer and volunteers are carefully matched with families when risk has been removed or significantly reduced and families are re-building their lives. This project came to an end in October 2021.

First 1000 Days

We continued an extension of our Asylum project, working closely with migrant support charity Rainbow Haven, focusing on reaching families during pregnancy and the first 2 years of their child's life.

Our partnership with Manchester MIND, providing support to families in North Manchester, from conception to the child's 2nd birthday continued to go from strength to strength. This project also includes co-delivery of MIND's Mum's Matter course and although the funding will end in the next financial year we are committed to continuing this partnership.

Meet up Mumsday (MUM) group

A weekly virtual stay and play group delivered by our Family Support Worker and accessible by any families also receiving one to one support. It is hoped that this offer can continue into 2022.

Thriving Babies, Confident Parents

With initial funding from What Works for Social Care, in partnership with Early Help and Social Care colleagues, this innovative project aims to support pregnant and new parents who have previous experience of social care involvement and/or children entering the care system; to achieve permanence for children as early as possible. The project has been a huge success so far and the early outcomes of the evaluation have been very positive. Manchester City Council have committed to further funding to continue the project.

Achievements and Performance

Referrals

We received a total of 235 referrals in the reporting year - a 100% increase on last year. Due to the nature of some our projects we have seen an increase in referrals from the public sector.

Health Visitor	17%
Early Help	16%
Mental health	14%
Self-referral	5%
Children's Services	12%
Early years	8%
Other VCS	17%
Other	11%

THE DIFFERENCE WE MAKE TO FAMILIES

Referrals were made to us in 2021-22 requesting support with the following areas of need. The evidence of our work with families continues to demonstrate that parents are better able to cope following Home-Start intervention across all domains of family life.

In addition to the impact within the home, our data shows that Home-Start increases families' use of other services. This type of support encourages self-efficacy and therefore long term stability for the family within their community.

The table below demonstrates the % of families identifying needs at initial assessment and the % reporting an improvement...

Outcome of needs at final visit as at 31st March 2022	% of families expressed as a need at initial assessment	Improvement reported
Managing Children's Behaviour	59%	85%
Being involved in Children's development	76%	88%
Coping with physical health	39%	83%
Coping with mental health	88%	79%
Coping with feeling isolated	86%	87%
Parents self esteem	90%	86%
Coping with child's physical health	34%	90%
Coping with child's mental health	42%	79%
Managing the household budget	55%	85%
The day to day running of the home	41%	78%
Stress caused by conflict in the family	49%	80%
Coping with extra work of multiple children under 5	18%	80%
Use of services	63%	94%

VOLUNTEERS

Each volunteer is interviewed, provides references and completes an Enhanced DBS before attending the Course of Preparation. An active volunteer can expect to receive on-going training, 6 weekly Supervision, regular contact with a designated Coordinator and, following 6 month's service, support with employment (references, job searching, application).

For a number of volunteers working with Home-Start is a step to returning to work or changing careers to work in childcare or family support. For others it's a way of staying active and engaged after retirement.

Last year we launched our new Course of Preparation e-learning format, which increases the amount of self-taught training, with a reduced 2 day face to face wrap around training delivered by our Coordinators. This has proven a great success so far and the benefits include recruitment of volunteers for whom a 6 week course didn't fit into their other commitments, and a quicker turn around.

This year volunteers received additional training in Asylum and Immigration, Parent Infant Mental Health, Domestic Abuse, Substance mis-Use, and Adverse Childhood Experiences. We also continued to meet with volunteers for drops in, either face to face or via video.

Impact

Home-Start's volunteering package has a significant impact on the well-being, confidence and employability of local parents.

Volunteers tell us that completing the Course of Preparation alone positively affects their confidence, self-worth, knowledge and understanding. After 6 months active volunteering with a family this impact is even more significant.

We recruited 4 previously supported families as volunteers this year, and we are also proud to have members of our staff team who started their journey as volunteers!

A volunteer who completed our training in April 21 and supported 3 families has now finished as she has found employment with Manchester City Council, she said "Without volunteering and training at HS, I would never have got this job, thanks Lara for all your support".

"I really look forward to going and supporting the family, I just love volunteering".

'I am really happy to be home visiting. It's so different from talking to someone on the phone to visiting. It was wonderful, I absolutely loved it".

'Thanks for the training today, it was great and I found it very useful and it gave me a boost.'

'I'd like to say a massive thank you to all of the Home-Start Manchester team for making me feel so very welcome and my volunteering journey so very enjoyable. Home Start has allowed me to 'give back' to my community, to use my knowledge and skills and to help make parents & children's lives that bit easier and hopefully happier. Home-Start Mcr's professionalism, training and mentoring has allowed me to transition to a full time career that I have always been passionate about and I'm looking forward to joining a Home-Start team as a fully-fledged employee to continue to make positive impacts on the many families I will support.'

The team that made it happen

The Trustee Board have overseen the performance of the scheme over the year, and have responsibility for strategic development, sustainability and compliance.

Volunteers are the backbone of the scheme and provide the majority of support to our families. When families require a little more support, especially when their situation and needs become more complex, Coordinators and Family Support Workers may step in to help.

Staff

Shelley Roberts CEO

Clare Blomley - Service Manager

Sophie Healey - Administrator, and Finance Marketing Assistant

Marina Donnellan - Family Support Coordinator for families seeking asylum

Kate Shatliff - Family Support Coordinator

Tracy Richards - Family Support Coordinator

Lara Aspin - Family Support Worker/Coordinator

Lea Sawicki - BAM Volunteer Coordinator (to November 2021)

Eleanor Hacking - Asylum Family Support Coordinator

Hannah Richardson - Fundraising Manager

Nicola Halford - Family Support Worker

Kersha McLaren - First 1000 Days Coordinator

Volunteers

Adama, Afshan, Aisatu, Amna, Aneta, Angela D, Angela I, Anthony, Barbara, Carolyn, Chana, Charlotte, Chelsea C, Chelsea E, Chloe, Clare, Corina, Deanna, Emma, Erika, Fatimata, Geraldine, Habiba, Hayley, Hazel, Helen, Insiya, Jade, Janet, Julia, Kate G, Kate Z, Kirsty, Lisa A, Lisa K, Lisa W, Lucy L, Maria, Mike, Penny, Rasha, Rebecca N, Rebecca P, Sabrina, Sadie, Sammina, Samra, Sara, Sarah A, Sarah S, Shekiba, Sughra, Vanda, Vanessa, Zahera

Financial Review

Treasurer report

We have had another successful and financially healthy year, moving into the next financial year expecting to break even. Our sources of funding are shifting from over reliance on trusts and foundations to a levelling up of statutory funding, which is a more sustainable landscape. The challenge for the next year will be the loss of our Finance Assistant but we have excellent support from our Accountants and Finance Sub Committee.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in interest bearing deposit accounts.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2022 was £225,199 of which all are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain ring-fenced reserves at a minimum of 3 months and a maximum of 9 months of unrestricted charitable expenditure, and to cover liabilities including potential maternity leave, redundancy costs and I.T equipment leases.

The Charity's main source of income is grants and donations. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

Home-Start's overarching vision is to ensure every child has the best possible start in life. On a local level, our scheme has strengthened, expanded and diversified to make this a reality for the children of Manchester. Our key priorities for 2022-23 are:

- expand the Thriving Babies project and secure Family Hubs income for PIMH expansion and DAD Matters in partnership with Manchester City Council; and explore other opportunities for joint working with statutory and public sector services

- develop new and build on existing partnerships with colleagues in the VCS to jointly deliver services, including the expansion of Big Manchester into the south of the City

- develop a new Marketing role to drive our key messages and communications to external stakeholders, raising out profile, securing further income and increasing our volunteer numbers

- continue to recruit and retain volunteers from a wide range of backgrounds, skills and experience; and improve further our inclusion strategy

Structure, governance and management

Home-Start Manchester is a company limited by guarantee governed by its Memorandum and Articles of Association dated 19th July 2004. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 5th August 2004. Formerly known as Home-Start Manchester South it merged with Home-Start Manchester North on 1st January 2018.

Appointment of trustees

New trustees complete an online application form and are interviewed by the Chair.

Trustee induction and training

All trustees have completed induction which includes Safeguarding Training, undertaken a DBS check (which is renewed every three years as a minimum) and provided 2 satisfactory references. They are also invited to all volunteer training and encouraged to attend meetings and activities of the service to familiarise themselves with the work of the charity and the context in which it operates.

Organisation

At the end of the financial year there were 12 active Trustees including a Chair, Vice Chair and Treasurer. The Committee are responsible for the strategic direction of the organisation and policies and procedures, however, a scheme of delegation is in place and the day to day responsibilities for the provision of services rests with the CEO.

The Board of Trustees operates 4 sub-committees; Governance, Finance, Income Generation and Human Resources. Each meet quarterly and report back to the full Board.

Governance report – Chair, Emile Pinel

The terms of reference for a board sub-committee to lead on governance were agreed by the trustees in April 2021, with the first meeting of the Governance Committee taking place shortly afterwards in May 2021. The committee is responsible for ensuring that the trustee board has the systems, structures and processes in place to enable it to manage the overall direction, effectiveness, supervision and accountability of the charity.

The committee periodically reviews the size, structure and composition of the trustee board and its sub-committees. Trustees have been engaged in discussions about equality, diversity and inclusion and trustee recruitment. Regular meetings between sub-committee chairs and the trustee board chair have been useful in monitoring the effectiveness of the current delegation structures and the involvement of all trustees in at least one committee in addition to membership of the trustee board.

A key responsibility of the committee is to ensure the ongoing effectiveness of the arrangements for governance. This has been achieved by adopting the Charity Governance Code and implementing good practice through a detailed self-assessment and action planning process. Some of the highlights of this process include implementing:

- Regular meetings between sub-committee chairs and trustee board chair
- Quarterly trustee forums with staff and volunteers
- Updating trustee role descriptions and expectations
- Developing plans for the Strategic Away Day in November 2021

Risk management is a standing item on the agenda of every Governance Committee meeting. The committee takes responsibility for governance and compliance risks to the charity.

In addition to the committee's responsibility for managing risks to governance and compliance, it also oversees the charity's risk management framework on behalf of the trustee board. This has involved a review of the current risk register and the provision of advice to each of the sub-committees.

Human Resources – Chair, Karin Connell

The Terms of Reference for the HR committee were updated in autumn 2021 to increase the frequency of meetings from six monthly to quarterly and to reflect the need for the committee to oversee HR related risks within the overall HSM risk register.
The role of the sub-group is to:

- Oversee HR matters including Grievance, Disciplinary, Capability, Redundancy and other contractual issues
- Agree Covid-19 specific policy relating to HR matters and to use learning from this period when reviewing policies
- Review all scheme policies relating to HR
- Receive regular updates from the Senior staff member on staff development, performance and support
- Regularly review strategic information related to HR, including review of staffing models and resource to meet organisational need
- To regularly assess, review and manage the charity's operational risks. Maintain the accuracy of the operational risks identified in the risk register. Provide quarterly reports to the Trustee Board.
- Receive reports as necessary on employment relations

The HRC is supported by the Chief Executive and in her absence the Service Manager, with HSM's chair and three other trustees forming the committee membership.

Perhaps inevitably, much of the committee's focus over the past year has been on our Covid 19 response and in particular the need to follow national guidance around vaccination and other Covid 19 safety measures. This has been challenging at times where the need to protect both staff and families from infection has had to be balanced with delivering services to often very isolated families, dealing with all of the hardships that the pandemic brought including school and nursery closures, services moving online and lack of access to food and other essential items.

Equally testing has been the need to oversee constant changes to working practice, ensuring that our policies and procedures were adapted, often on a regular basis to cover home working and the emotional, physical and mental health needs of staff. The committee has provided clear governance and assurance for all of these issues which are now firmly embedded within the risk register.

Income Generation – Chair, Emile Pinel

The Income Generation Committee or IGC has a broad set of responsibilities including fundraising, grants, marketing, research and risk management. The trustee board has delegated this work to the committee to allow time for trustees to engage in conversation, planning, scrutiny, challenge, development, advice and support. Home-Start Manchester has ambitious targets for income growth and diversification as we try to reduce our dependence on grant funding and grow to meet demand for our services.

The IGC is supported by the Chief Executive, Service Manager, Fundraising Manager and Finance and Marketing Officer who, along with three trustee members have met quarterly. A shared responsibility for feeding back to the board has worked to increase trustee awareness and knowledge of fundraising and bid activity and helped to build relationships between staff and trustees.

Having successfully recruited our first dedicated Fundraising Manager, the committee has developed and delivered an Income Generation Strategy and achieved the annual fundraising target.

The committee also has responsibility for environmental and external risk management, reviewing the risk register quarterly. As a result of this work Home-Start Manchester has decided to register with the Fundraising Regulator and adopt the Code of Fundraising Practice and to develop an Ethical Fundraising Policy.

We have ambitious plans to increase our income from public fundraising with several campaigns in development for 2022.

Related parties and co-operation with other organisations

The organisation is guided by both local and national policy and by the Home-Start agreement with Home-Start UK. The purpose of the agreement is:

- To define the principles of and core values of Home-Start.
- To uphold and safeguard the good name, ethos and practice of Home-Start on behalf of all in the Home-Start network and for the benefit of families.
- To protect and safeguard the Home-Start name, logo and intellectual property and to control its use.
- To ensure and support good practice through Home-Start in the interests of families, staff, volunteers and other stakeholders in accordance with quality standards.
- To outline the rights and responsibilities of Home-Start UK and the scheme.
- To set out the process and responsibilities for remedial action when either party has concerns.

Reference and administrative information

Charity Name: Home-Start Manchester
Charity Number: 1105353
Company Registration Number: 05183477

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Joanne Calladine	Chair	
Emile Pinel	Vice Chair	
Richard Bealing	Treasurer	
Lorna Jones		
Graham Gordon		(resigned July 2021)
Alexander Henley		
Karin Connell		
Carly Tait		
Rebecca Wright		
Emma Schneider		(appointed July 2021, resigned July 2022)
Jenny Allen		(appointed November 2021)
Martin Boaler		(appointed January 2022)

Chief Executive

Shelley Roberts

Registered Office

Woodville Children's Centre
Shirley Road
Cheetham
M8 0NE

Independent Examiners

Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

Bankers

Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex
CM13 3BE

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill,
West Malling,
Kent
ME19 4JQ

Virgin Money
Jubilee House
Gosforth
Newcastle Upon Tyne
NE3 4PL

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Home-Start Manchester for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

By order of the board of trustees

_____

Joanne E Calladine
Chair

Date: 8th November 2022

Independent examiner's report to the trustees of HOME-START MANCHESTER

I report on the accounts of the company for the year ended 31st March 2022, which are set out on pages 17 to 30.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 the Companies Act 2006: and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
- with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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

AM King FCCA A.M. King
Community Accountancy Service Ltd
The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 8th November 2022

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

	Further Details	Unrestricted Funds £	Restricted Funds £	Total Funds Year Ended 31 March 2022 £	Total Funds Year Ended 31 March 2021 £
Income from:					
Donations and legacies	(3)	18,890	-	18,890	7,632
Charitable Activities	(4)	102,120	294,071	396,191	333,362
Investment Income		573	-	573	1,216
Miscellaneous Income		-	-	-	-
Total		121,583	294,071	415,654	342,210
Expenditure on:					
Raising Funds	(5)	-	2,464	2,464	1,254
Charitable Activities	(5)	28,748	342,121	370,869	326,568
Total		28,748	344,585	373,333	327,822
Net income/(expenditure)		92,835	(50,514)	42,321	14,388
Transfers between funds	(13)	(276)	276	-	-
Net movement in funds		92,559	(50,238)	42,321	14,388
Reconciliation of funds					
Total funds brought forward	(13)	254,988	99,649	354,637	340,249
Total funds carried forward	(13)	347,547	49,411	396,958	354,637

The charity's negative unrestricted funds are mainly as a result of the £4,000 employment allowance.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 20 to 30 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
Fixed assets:			
Tangible assets	(9)	2,437	1,497
Total fixed assets		2,437	1,497
Current assets:			
Debtors	(10)	30,187	67,501
Cash at Bank & in Hand		370,413	323,502
Total current assets		400,600	391,003
Liabilities:			
Creditors: Amounts falling due within one year	(11)	6,079	37,863
Net current assets or liabilities		394,521	353,140
Total assets less current liabilities		396,958	354,637
Total net assets or liabilities		396,958	354,637
The funds of the charity:			
Restricted income funds	(13)	49,411	99,649
Unrestricted income funds	(13)	347,547	254,988
Total charity funds		396,958	354,637

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 8th November 2022

Joanne Calladine Chair

JOANNE CALLADINE

The notes on pages 20 to 30 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2022

Reconciliation of net movement in funds to net cash flow from operating activities

	Notes	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
Net movement in funds		42,321	14,388
Add back depreciation		1,971	1,601
Deduct investment income		(573)	(1,216)
Decrease/(increase) in debtors		37,314	(21,554)
Increase/(decrease) in creditors		(31,784)	(18,008)
Net cash used in operating activities		49,249	(24,789)
Cash flows from investment activities:			
Interest		573	1,216
Purchase of fixed assets		(2,911)	(1,488)
Net cash provided by investing activities		(2,338)	(272)
Increase/(decrease) in cash and cash equivalents during the year		46,911	(25,061)
Cash and cash equivalents brought forward		323,502	316,223
Cash and cash equivalents carried forward		**370,413**	**323,502**

Notes to the accounts

1. Accounting policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1st January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 24 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 13.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of events and activities.

Notes to the accounts

(h) Charitable Activities
Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation
All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment	33.33% on cost
Fixtures and Fittings	20% on cost

(j) Realised gains and losses
All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions
All staff have the option to pay into a pension scheme with NEST. Contributions are tiered on the gross salary as detailed below. Staff are automatically enrolled into the scheme and are given the option of opting out within a 28 day period.

Employee Contribution	Employer Contribution
4%	4%
5%	6%
6%	8%
7%+	8%

(l) Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(m) Creditors and provisions
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

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

2. Related party transactions and trustees' expenses and remuneration
The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021: £nil). Expenses paid to the trustees in the year totalled £nil (2021: £22).
One trustee gave unconditional donations of £1,200 during the year (2021: £100).

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2022	Restricted Year Ended 31 March 2022	Total Funds Year Ended 31 March 2022	Total Funds Year Ended 31 March 2021
	£	£	£	£
Donations	18,890	-	18,890	7,632
	18,890	-	18,890	7,632

Notes to the accounts

3. Donations and Legacies

Previous reporting period

	Unrestricted Year Ended 31 March 2021	Restricted Year Ended 31 March 2021	Total Funds Year Ended 31 March 2021
	£	£	£
Donations	7,632	-	7,632
	7,632	-	7,632

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2022	Restricted Year Ended 31 March 2022	Total Funds Year Ended 31 March 2022	Total Funds Year Ended 31 March 2021
	£	£	£	£
Unrestricted grants:				
The Charity Service	250	-	250	-
Central Big Manchester	11,796	-	11,796	-
John Lewis	5,832	-	5,832	-
CAPS PIMH	45,500	-	45,500	-
Manchester City Council What Works	38,742	-	38,742	-
Restricted grants:				
Children in Need	-	29,858	29,858	28,904
Children in Need Booster	-	-	-	2,230
The Henry Smith Charity (North)	-	-	-	3,888
Garfield Weston	-	13,750	13,750	4,583
GM Lottery	-	45,000	45,000	45,000
GMMF	-	-	-	500
Home-Start UK Loneliness Fund	-	-	-	20,000
Bactive MWA	-	11,181	11,181	18,339
MWA Sahara	-	20,804	20,804	34,535
Rainbow Haven	-	17,844	17,844	17,580
Starting Well	-	76,863	76,863	58,376
Manchester MIND	-	43,844	43,844	44,185
Tudor Trust	-	-	-	4,375
The Brian Kennedy Trust	-	2,682	2,682	1,788
Big Manchester Covid 19	-	-	-	14,609
We Love Manchester	-	-	-	9,175
Zochonis	-	15,000	15,000	-
Restricted charitable foundations:				
Lloyds Bank Foundation Continuation Funding	-	17,245	17,245	25,295
	102,120	294,071	396,191	333,362

Notes to the accounts

4. Income from charitable activities

Previous reporting period

	Unrestricted Year Ended 31 March 2021 £	Restricted Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2021 £
Restricted grants:			
Children in Need	-	28,904	28,904
Children in Need Booster	-	2,230	2,230
The Henry Smith Charity (North)	-	3,888	3,888
Garfield Weston	-	4,583	4,583
GM Lottery	-	45,000	45,000
GMMF	-	500	500
Home-Start UK Loneliness Fund	-	20,000	20,000
Bactive MWA	-	18,339	18,339
MWA Sahara	-	34,535	34,535
CAPS PIMH	-	28,500	28,500
Rainbow Haven	-	17,580	17,580
John Lewis	-	3,840	3,840
Starting Well	-	58,376	58,376
Manchester MIND	-	44,185	44,185
Tudor Trust	-	4,375	4,375
The Brian Kennedy Trust	-	1,788	1,788
Big Manchester Covid 19	-	14,609	14,609
We Love Manchester	-	9,175	9,175
Restricted charitable foundations:			
Lloyds Bank Foundation Continuation Funding	-	25,295	25,295
	-	365,702	365,702

Notes to the accounts

5. Expenditure

	Home-Start Family Support	Year Ended 31 March 2022 Total Funds	Year Ended 31 March 2021 Total Funds
	£	£	£
Expenditure on raising funds:			
Events, Roadshows and Trips	1,011	1,011	-
Fundraising Costs	334	334	-
Advertising and marketing	1,119	1,119	1,254
	2,464	2,464	1,254
Expenditure on charitable activities:			
Employment Costs	249,944	249,944	226,371
Training	1,104	1,104	675
Subcontracted Services	73,602	73,602	35,863
Clinical Supervision	8,000	8,000	-
Home-Start UK Annual Fee	6,660	6,660	5,893
Recruitment	-	-	689
Volunteers Costs	3,519	3,519	7,702
Travel Expenses	4,381	4,381	3,165
Dolly Parton Imagination Library Charges	-	-	1,252
Safe Sleeping Costs	4,191	4,191	-
Volunteers Travel Costs	-	-	145
Hospitality	748	748	451
Minor Equipment	1,634	1,634	2,704
Bad Debts	-	-	27
Bank Charges	96	96	69
IT Maintenance	1,610	1,610	4,200
Family Costs	2,859	2,859	13,966
Telephone	4,220	4,220	4,348
Rent	2,472	2,472	2,266
Insurance	1,072	1,072	1,399
Governance	2,286	2,286	12,515
Post, Printing & Stationery	500	500	1,267
Depreciation	1,971	1,971	1,601
	370,869	370,869	326,568
Total Expenditure	373,333	373,333	327,822
Unrestricted funds		28,748	(263)
Restricted funds		344,585	328,085
		373,333	327,822

6. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total 2022	Basis of apportionment
Payroll Bureau Charges	1,176	-	1,176	type of expense
Accountancy Fees	-	1,110	1,110	type of expense
	1,176	1,110	2,286	

Notes to the accounts

6. Allocation of governance and support costs

Previous reporting period

	General Support	Governance	Total 2021	Basis of apportionment
Payroll Bureau Charges	1,373	-	1,373	type of expense
Freelance Administration Fees	5,286	-	5,286	type of expense
Consultancy Fees	4,500	-	4,500	type of expense
Accountancy Support	276	-	276	type of expense
Accountancy Fees	-	1,080	1,080	type of expense
	11,435	1,080	12,515	

7. Analysis of staff costs

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Wages and Salaries	222,766	203,244
Redundancy Costs	-	-
Social Security Costs	14,979	13,127
Pension Costs	12,199	10,000
	249,944	226,371
Charitable Activities	249,944	226,371
Support Costs	-	-
	249,944	226,371

The average number of employees during the year was 12 (previous year: 9).
The charity considers its key management personnel comprises the trustees and Chief Executive Officer. The total employment benefits, including employer pension contributions of the key management personnel were £14,605 (previous year: £44,888). No employee has benefits in excess of £60,000 (previous year: none).

8. Independent Examiner Fees

	Year Ended 31 March 2022	Year Ended 31 March 2021
	£	£
Independent examination fees	1,110	1,080
	1,110	1,080

9. Tangible Fixed Assets

	Computers	Total
	£	£
Cost		
At 1 April 2021	5,005	5,005
Additions	2,911	2,911
At 31 March 2022	7,916	7,916
Depreciation		
At 1 April 2021	3,508	3,508
Charge for Year	1,971	1,971
At 31 March 2022	5,479	5,479
NET BOOK VALUE		
At 31 March 2022	2,437	2,437
At 31 March 2021	1,497	1,497

10. Analysis of debtors

	2022	2021
	£	£
Debtors	29,891	58,376
Prepayments	296	9,125
	30,187	67,501

Debtors and prepayments related to restricted funds £30,140 (2021: £67,501) and unrestricted funds £47 (2021: £nil).

11. Creditors: amounts falling due within one year

	2022	2021
	£	£
Creditors	871	1,425
Short-term compensated absences (holiday pay)	4,098	4,363
Other creditors and accruals	1,110	1,080
Deferred income	-	30,995
	6,079	37,863

12. Deferred income

Deferred income comprises grants relating to a period beyond the year end.

Balance as at 1 April 2021	30,995
Amount released to income earned from charitable activities	(30,995)
Amount deferred in year	-
Balance at 31 March 2022	-

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2021	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
General Fund	60,194	121,583	(28,748)	72,170	225,199
Designated Funds	194,794	-	-	(72,446)	122,348
	254,988	121,583	(28,748)	(276)	347,547

Previous reporting period

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
General Fund	52,822	8,848	263	(1,739)	60,194
Designated Funds	195,110	-	-	(316)	194,794
	247,932	8,848	263	(2,055)	254,988

Name of unrestricted fund:	Description, nature and purpose of the fund
General Fund	The "free reserves" after allowing for all designated funds
Designated Funds	For future redundancy and closure costs

Notes to the accounts

Analysis of movements in restricted funds

	Balance at 1 April 2021	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2022
	£	£	£	£	£
The Henry Smith Charity (North)	1,921	-	(1,921)	-	-
The Henry Smith Charity (South)	6,623	-	(6,623)	-	-
Children in Need	483	29,858	(29,706)	-	635
Manchester City Council	17,000	-	(17,000)	-	-
Forever Manchester	221	-	(221)	-	-
Garfield Weston	1,250	13,750	(13,545)	-	1,455
GM Lottery	326	45,000	(45,157)	-	169
GMMF	500	-	(500)	-	-
Our Manchester Fund	684	-	(146)	-	538
Home-Start UK Loneliness Fund	678	-	(198)	-	480
Bactive MWA	429	11,181	(10,693)	-	917
MWA Sahara	8,797	20,804	(30,624)	-	(1,023)
CAPS PIMH	11,396	-	(11,396)	-	-
Rainbow Haven	515	17,844	(18,275)	-	84
John Lewis	2,663	-	(995)	119	1,787
Starting Well	10,021	76,863	(85,538)	-	1,346
Manchester City Council Safe Sleeping Equipment	4,978	-	(4,191)	-	787
Manchester MIND	429	43,844	(43,395)	-	878
The Brian Kennedy Trust	-	2,682	(2,839)	157	-
Big Manchester Covid 19	25,955	-	-	-	25,955
Big Lottery Fund (South)	4,193	-	(4,193)	-	-
We Love Manchester	319	-	(319)	-	-
Zochonis	-	15,000	-	-	15,000
Lloyds Bank Foundation Continuation Funding	268	17,245	(17,110)	-	403
	99,649	294,071	(344,585)	276	49,411

Notes to the accounts

13. Analysis of charitable funds

Analysis of movements in restricted funds

Previous reporting period

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
The Henry Smith Charity (North)	2,023	3,888	(3,990)	-	1,921
The Henry Smith Charity (South)	6,623	-	-	-	6,623
Children in Need	-	28,904	(28,421)	-	483
Children in Need Booster	-	2,230	(2,230)	-	-
Dolly Parton Imagination Library	252	-	(252)	-	-
Manchester City Council	17,000	-	-	-	17,000
Forever Manchester	221	-	-	-	221
Garfield Weston	-	4,583	(3,333)	-	1,250
GM Lottery	-	45,000	(44,674)	-	326
GMMF	-	500	-	-	500
Big Lottery Fund (North)	591	-	(591)	-	-
Our Manchester Fund	1,100	-	(416)	-	684
Home-Start UK Loneliness Fund	-	20,000	(19,322)	-	678
Bactive MWA	376	18,339	(18,286)	-	429
MWA Sahara	385	34,535	(26,123)	-	8,797
CAPS PIMH	707	28,500	(17,811)	-	11,396
Rainbow Haven	-	17,580	(17,065)	-	515
John Lewis	-	3,840	(2,843)	1,666	2,663
Starting Well	-	58,376	(48,355)	-	10,021
Manchester City Council Safe Sleeping Equipment	14,877	-	(9,899)	-	4,978
Manchester MIND	-	44,185	(43,756)	-	429
Tudor Trust	-	4,375	(4,375)	-	-
The Brian Kennedy Trust	-	1,788	(2,177)	389	-
Big Manchester Covid 19	11,346	14,609	-	-	25,955
Big Lottery Fund (South)	4,375	-	(182)	-	4,193
We Love Manchester	-	9,175	(8,856)	-	319
Lloyds Bank Foundation Continuation Funding	101	25,295	(25,128)	-	268
	59,977	365,702	(328,085)	2,055	99,649

Notes to the accounts

13. Analysis of charitable funds

Analysis of movements in restricted funds

Name of restricted fund:	Description, nature and purpose of the fund
The Henry Smith Charity (North)	for salary and on costs for full time co-ordinator
The Henry Smith Charity (South)	for salary and on costs for full time co-ordinator
Children in Need	for Family Support worker salary and on-costs
Manchester City Council	for salary and on costs
Forever Manchester	for emergency items for families in response to Covid-19
Garfield Weston	for core costs/overheads
GM Lottery	for core costs/overheads
GMMF	for a new laptop
Our Manchester Fund	for Coordinator salary and on-costs
Home-Start UK Loneliness Fund	for Family Support worker salary and on-costs
Bactive MWA	for Coordinator salary and on-costs
MWA Sahara	for co-ordinator salary, on-costs and project costs
CAPS PIMH	for Senior Coordinator salary and on-costs
Rainbow Haven	for Co-ordinator, Asylum project and core costs/overheads
John Lewis	for items for families
Starting Well	for BAME PIMH project costs
Manchester City Council Safe Sleeping Equipment	for the administration and purchase of safe sleeping equipment
Manchester MIND	for project costs
The Brian Kennedy Trust	for purchases for families
Big Manchester Covid 19	for Coordinator salary and on-costs
Big Lottery Fund (South)	for a manager, administrator and a full time co-ordinator
We Love Manchester	for Covid costs and salary and on-costs
Zochonis	for core costs/overheads
Lloyds Bank Foundation Continuation Funding	for Coordinator salary and on-costs

Notes to the accounts

14. Analysis of net assets between funds

	Unrestricted funds	Designated Funds	Restricted funds	Total 2022
	£	£	£	£
Tangible fixed assets	-	-	2,437	2,437
Cash at bank and in hand	231,231	122,348	16,834	370,413
Other net current assets/(liabilities)	(6,032)	-	30,140	24,108
Total	225,199	122,348	49,411	396,958

Previous reporting period

	Unrestricted funds	Designated Funds	Restricted funds	Total 2021
	£	£	£	£
Tangible fixed assets	209	-	1,288	1,497
Cash at bank and in hand	65,617	194,794	63,091	323,502
Other net current assets/(liabilities)	(5,632)	-	35,270	29,638
Total	60,194	194,794	99,649	354,637

15. Financial Instruments

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

16. Operating leases

The total of future minimum lease payments under non-cancellable operating leases are:

	Equipment Leases 2022	Equipment Leases 2021
	£	£
Payable within one year	-	1,752
Payable between 2 and five years	-	-
	-	1,752

Lease payments recognised as expenses are £807 within Post, Printing & Stationery. All leases were cancelled during the year.

Income and Expenditure Account

	Year Ended 31 March 2022 £	Year Ended 31 March 2021 £
Income		
Donations	18,890	7,632
Investment Income	573	1,216
Miscellaneous Income	-	-
Unrestricted grants:		
The Charity Service	250	-
Central Big Manchester	11,796	-
John Lewis	5,832	-
CAPS PIMH	45,500	-
Manchester City Council What Works	38,742	-
Restricted grants:		
Children in Need	29,858	28,904
Children in Need Booster	-	2,230
The Henry Smith Charity (North)	-	3,888
Garfield Weston	13,750	4,583
GM Lottery	45,000	45,000
GMMF	-	500
Home-Start UK Loneliness Fund	-	20,000
Bactive MWA	11,181	18,339
MWA Sahara	20,804	34,535
Rainbow Haven	17,844	17,580
Starting Well	76,863	58,376
Manchester MIND	43,844	44,185
Tudor Trust	-	4,375
The Brian Kennedy Trust	2,682	1,788
Big Manchester Covid 19	-	14,609
We Love Manchester	-	9,175
Zochonis	15,000	-
Restricted charitable foundations:		
Lloyds Bank Foundation Continuation Funding	17,245	25,295
Total Income	**415,654**	**342,210**
Expenditure		
Events, Roadshows and Trips	1,011	-
Fundraising Costs	334	-
Advertising and marketing	1,119	1,254
Employment Costs	249,944	226,371
Training	1,104	675
Subcontracted Services	73,602	35,863
Clinical Supervision	8,000	-
Home-Start UK Annual Fee	6,660	5,893
Recruitment	-	689
Volunteers Costs	3,519	7,702
Travel Expenses	4,381	3,165
Dolly Parton Imagination Library Charges	-	1,252
Safe Sleeping Costs	4,191	-
Volunteers Travel Costs	-	145
Hospitality	748	451
Minor Equipment	1,634	2,704
Bad Debts	-	27
Bank Charges	96	69
IT Maintenance	1,610	4,200
Family Costs	2,859	13,966
Telephone	4,220	4,348
Rent	2,472	2,266
Insurance	1,072	1,399
Governance	2,286	12,515
Post, Printing & Stationery	500	1,267
Depreciation	1,971	1,601
Total Expenditure	**373,333**	**327,822**
Surplus/(deficit for year)	42,321	14,388

HOME-START MANCHESTER

England & Wales - Charity number 1105353

Accounts

HOME-START MANCHESTER

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

Registered Charity No. 1105353
Company Registration No. 05183477

HOME-START MANCHESTER

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HOME-START MANCHESTER

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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).

Objectives and activities

The purposes of the charity as set out in the Memorandum and Articles of Association are:

- To safeguard, protect and preserve the mental and physical health of children and their parents.
- To prevent cruelty to or maltreatment of children.
- To relieve sickness, poverty and need amongst children and their parents.
- To promote the education of the public in better standards of childcare.

Home-Start in Manchester is an empowering, visionary family support service built on trusted relationships and rooted in the community. We exist to improve outcomes for children in Manchester through volunteer-led home visiting support.

Vision

A child's early years are critical to their future. Home-Start wants to see a society in which every parent has the support they need to give their children the best possible start in life.

Values

We work in trust and believe in a spirit of openness, encouragement and enjoyment

We value and champion the power of peer support through volunteering – harnessing lived experience as an asset to helping others

We believe in empowerment and growth – we should all be able to reach our full potential

We believe in choice - we are flexible and responsive to the needs of families and children

We work in partnership – with each other, with families and with other people who care about families

We strive for excellence in everything we do - we are voluntary and always professional

HOME-START MANCHESTER

Chairs Report

2020 has been a strange, stressful and scary year. A deadly pandemic has swept around the globe resulting in millions of deaths and a profound disruption to daily life. We have endured numerous lockdowns, endless restrictions and been separated from our loved ones. Everyone has been affected by this pandemic but some have been worse hit than others, none more so than those who have lost relatives and friends.

The families supported by Home-Start will have been among those hardest hit by the pandemic. They have faced the challenge of home schooling their children, being isolated from the extended family and support structure. Many have been trying to cope with limited money, insecure employment, inadequate housing and mental health issues.

I am immensely proud that our scheme has maintained its support for our families, whilst keeping our staff and volunteers safe. Before the first national lockdown was announced on March 23rd, our CEO had instructed staff to work from home. Staff were told they could adopt flexible hours so they could accommodate caring for their own families and regular meetings were held virtually, to ensure staff felt supported. Likewise, volunteers were contacted regularly by their staff member and they were given the chance to meet virtually as a group. The scheme managers were creative in ensuring that new volunteers were recruited and trained.

In spite of the restrictions, our scheme supported 160 families, including 294 children, this year. Our staff dropped off 200 packages of food and essential items. 55 volunteers were recruited and retained. I was delighted that the work of Home-Start was acknowledged when we were adopted as one of the John Lewis & Partners Charities of 2020.

Whilst nothing can adequately substitute home visiting and direct support, I am certain that our staff and volunteers will have been a vital lifeline for our families in this most trying year. Their determination to remain a presence in their families' lives, to offer practical help and emotional support, demonstrates their commitment and their passion.

Jo Calladine

Chair

CEO report

It's a pleasure to be writing my 14th report for Home-Start Manchester. Every year I start my report with the words 'challenge and achievement'. Little did we know how poignant those words would be in this financial year!

It goes without saying that the pandemic has brought a huge amount of change and limitation to our organisation. We have not been able to home visit families for over 12 months and this has been incredibly difficult for families, volunteers and staff. Our face to face training and peer support for volunteers has been limited, and our staff team have needed to adjust to home working and lone working, in the greatest sense.

The level and complexity of needs our families have is unprecedented. Unsurprisingly, levels of poor mental health, isolation, domestic abuse, financial difficulties has sky rocketed. Families' resilience has been tested beyond all imagination. However, this will not be news to anyone and I want to use my report to highlight some of the incredible activity and response I have had the privilege to nurture, encourage and witness this year.

- The adaptability and collaboration of the staff and volunteer team has been inspiring. Within a matter of days staff adjusted to working from home, making sense of virtual meeting platforms and, with my support, re-designed our whole service. We very quickly ensured that families had access to support via telephone and video, in line with ever changing guidance, flexed our offer of socially distanced meet ups, garden visits and door step drop offs. We consulted with families about the real impact of lockdown so that we could shape our support to best meet their immediate needs.

- We fast-tracked our implementation of volunteer e-learning with extremely tight deadlines and are really proud that all of our volunteers this year have been successfully trained using the new format. We also launched virtual and socially distanced volunteer training and peer support.

- We launched a weekly virtual stay and play group for 'lockdown babies' and a weekly evening virtual parents-only meet and chat.

- Nationally we secured a corporate support partnership with John Lewis and Waitrose which, alongside the pandemic, inspired our staff and volunteers to fundraise and be ambassadors for our cause; and also attracted a record number of new volunteers.

Looking forward we are excited about how our learning and experience of the pandemic will filter into more flexible and innovative practice. We have some really exciting projects launching, including our BAME PIMH work and our Thriving Babies project, in partnership with statutory partners.

Shelley

Service delivery in 2020-21

Home-visiting

All home visiting support ceased in response to the pandemic. Families accessing all of our projects were able to instead access a variety of different types of support:

- Doorstep socially distanced visits and emergency item provision, including food banks, activity packs and other essential items
- Socially distanced outdoor meet ups
- Telephone and/or video support
- Weekly video stay and play group
- Weekly parents' evening video peer support group
- Access to support and resources via our social media

We continued to match volunteers with families to provide this support. Volunteers are recruited trained and, uniquely, matched with a family. This matching process ensures positive, supportive, non-judgemental relationships are quickly developed.

Families are referred to this service by professionals or a family can self-refer. Each family is contacted by an employed Coordinator and then matched to a volunteer. The needs and goals of the family are established and a plan agreed between Home-Start and the family. Support is reviewed, at the same time as volunteers receive supervision, to ensure support remains safe and effective.

Direct family work

Our Family Support Workers complemented our volunteer offer by providing support to families with more complex needs or those requiring a specific response.

Asylum and Immigration

We offered all of our volunteers additional training in the Asylum process, including an overview of immigration law and processes. We worked closely with services providing specialist support to this group to ensure we reach those families as early as possible. Greater Manchester Immigration Aid has delivered our volunteer training and is a source of support and guidance. We also actively recruited volunteers with lived experience of seeking asylum (often who now have Refugee or British citizenship status) to support families within this project.

Big Manchester

Big Manchester is a Barnardos-led VCS partnership involving Manchester Women's Aid, Manchester Mind and Change Grow Live. The partnership works with families with complex needs relating to the toxic trio – domestic abuse, mental illness and substance mis-use, working with children of primary school age. Home-Start is funded by the local authority to provide volunteer step-down support for families.

BActive Mcr

This project is an extension of the Big Manchester partnership and involves supporting families with complex needs into regular, whole family physical activity. Our Volunteer Coordinator trained and supports a team of physical activity coaches who support families individually, at sessions and events.

Parent Infant Mental Health

This project is in partnership with the Children and Parent's Service (pre-school Clinical Psychology), supporting parents, particularly those with mild to moderate mental health issues, to understand the needs of their baby and to develop secure attachments in the crucial 0-2 period. As well as developing specialist staff skills through additional training and regular clinical Supervision, we also deliver a comprehensive 4-day PIMH volunteer training course which is co-delivered with colleagues from Health Visiting and CAPS. In its 2nd year this project has grown and is a huge success, with referrals accounting for half of the overall scheme's demand.

Sahara

New in October 2019, working in partnership with Manchester Women's Aid (The Pankhurst Trust), our Volunteer Coordinator recruits, trains and supports a team of volunteers who provide support to Black and Minority Ethnic victims, and their children, of domestic abuse. Support is provided as part of a wider Sahara support offer and volunteers are carefully matched with families when risk has been removed or significantly reduced and families are re-building their lives.

First 1000 Days

We launched an extension of our Asylum project, working closely with migrant support charity Rainbow Haven, focusing on reaching families during pregnancy and the first 2 years of their child's life.

We also launch a new project in partnership with Manchester MIND, providing support to families in North Manchester, from conception to the child's 2nd birthday. This project also includes co-delivery of MIND's Mum's Matter course.

Meet up Mumsday (MUM) group

A weekly virtual stay and play group delivered by our Family Support Worker and accessible by any families also receiving one to one support.

Lockdown Lounge

A weekly evening post-bedtime group for parents to meet, chat and relax.

Achievements and Performance

Referrals

We received a total of 87 referrals in the reporting year - a 58% decrease on last year. We also launched a new referral system in September 2020, enabling referrers and families to submit an enquiry rather than a full referral, so we can reduce the initial paperwork and better manage demand. This is proving very effective.

Health Visitor	19
Early Help	2
Self-referral	5
Children's Services	12
Children's Centre's	6
Other Charity	7
Women's Aid	9
School	3
Midwifery Services	3
Mums Matter	1
IAPT/ Specialist perinatal team	10
CAPS	1
Rainbow Haven	3
Other	6

Health Visitors continue to be our predominant referrer and we are proud to be a service that contributes to the Healthy Child Programme.

The needs of the families referred

Whilst we primarily support children under five years, our support is tailored to meet the needs of all family members.

Referrals were made to us in 2020-21 because of concerns over the child/ren's:

Mental Health (23%)

Physical wellbeing (34%)

Behaviour (39%)

Development (57%)

The support we provide is often with the parent/s with the aim of supporting them to improve outcomes for their children. Home-Start support was sought for parents in 2020-21 who are struggling with:

Mental Health (75%)

Physical wellbeing (38%)

Isolation (68%)

Money management (30%)

Family conflict (25%)

Use of services (40%)

Home management (34%)

THE DIFFERENCE WE MAKE TO FAMILIES

In 2020-21 we supported 160 families, including 294 children.

The evidence of our work with families continues to demonstrate that parents are better able to cope following Home-Start intervention across all domains of family life.

In addition to the impact within the home, our data shows that Home-Start increases families' use of other services. This type of support encourages self-efficacy and therefore long term stability for the family within their community.

2020-21 data also shows significant changes for child-specific outcomes.

The table below demonstrates the % of families reporting an improvement...

Managing children's behaviour	91%
Involvement in children's learning and development	92%
Parents' Mental Health	92%
Parents' Physical Health	83%
Isolation	89%
Accessing local services	93%
Managing money	91%
Conflict in the family	86%

Self Esteem and confidence	88%
Children's emotional health	89%
Children's physical health	90%

VOLUNTEERS
We recruited and trained 32 new home-visiting volunteers and retained 22 volunteers from the previous year, totalling 55.

Each volunteer is interviewed, provides references and completes an Enhanced DBS before attending the Course of Preparation. An active volunteer can expect to receive on-going training, 6 weekly Supervision, regular contact with a designated Coordinator and, following 6 month's service, support with employment (references, job searching, application).

For a number of volunteers working with Home-Start is a step to returning to work or changing careers to work in childcare or family support. For others it's a way of staying active and engaged after retirement.

This year we launched our new Course of Preparation e-learning format, which increases the amount of self-taught training, with a reduced 2 day face to face wrap around training delivered by our Coordinators. This has proven a great success so far and the benefits include recruitment of volunteers for whom a 6 week course didn't fit into their other commitments, and a quicker turn around.

This year volunteers received additional training in Asylum and Immigration, Parent Infant Mental Health, Domestic Abuse, Substance mis-Use, and Adverse Childhood Experiences. We also continued to meet with volunteers for drops in, either face to face or via video.

Outcomes and impact
Home-Start's volunteering package has a significant impact on the well-being, confidence and employability of local parents.

Volunteers tell us that completing the Course of Preparation alone positively affects their confidence, self-worth, knowledge and understanding. After 6 months active volunteering with a family this impact is even more significant.

We are also proud to have members of our staff team who have started their journey as volunteers!

Since joining Home-Start this year...

- 90% have new skills
- 90% are now keen to do more formal training
- 80% report improved overall well-being
- 60% report improved sense of purpose
- 40% report an increased understanding and acceptance of others
- 80% report increased confidence

The team that made it happen
The Trustee Board and Advisors have overseen the performance of the scheme over the year, and have responsibility for strategic development, sustainability and compliance.

Volunteers are the backbone of the scheme and provide the majority of support to our families. When families require a little more support, especially when their situation and needs become more complex, Coordinators and Family Support Workers may step in to help.

Staff

Shelley Roberts CEO

Sophie Healey - Administrator, and Finance Marketing Assistant

Marina Donnellan - Family Support Coordinator for families seeking asylum

Clare Blomley - Senior PIMH Family Support Coordinator

Kate Shatliff - Family Support Coordinator

Tracy Richards - Family Support Coordinator

Lara Aspin - Family Support Worker/Coordinator

Sadia Sacranie - Family Support Worker (until May 2020)

Claire Thompson - Sahara Family Support Coordinator (until October 2020)

Lea Sawicki - BAM Volunteer Coordinator

Eleanor Hacking - Asylum Family Support Coordinator (from March 2021)

Hannah Richardson - Fundraising Manager

Nicola Halford - Family Support Worker

Volunteers

Afshan, Aisatu, Amna, Angela, Angela I, Anthony, Barbara, Carolyn, Chana, Chloe, Demmi, Eleanor, Fatimata, Hazel, Heather, Jade, Janet, Jean, Jenny, Jessica, Johana, Juliet, Kate, Kersha, Kirsty, Laura, Lisa A, Lisa K, Lisa Ke Maria, Meerim, Mike, Nichatte, Nicola, Nour, Paula, Rachael, Rachel, Raquel, Rebecca, Rosemary, Sadie, Samra, Sarah, Shekiba, Sofia, Tracey, Vanessa, Yasmin, Zoe

Financial Review

Treasurer report

The previous development of flexible and evolving financial forecasting enabling rapid and appropriate responsive action to a developing situation has stood the organisation in good stead over the past year where the ability to react and respond in a Covid changing landscape has sorely tested the sector as a whole. Going forward will have significant challenges notably on, I suspect, increasing demand as lockdown restrictions are eased and what the future implications on funding will be as the true cost of the public expenditure on the pandemic is realised.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in interest bearing deposit accounts.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2021 was £60,194 of which £59,985 are free reserves, after allowing for funds tied up in tangible fixed assets.

The trustees aim to maintain ring-fenced reserves at a minimum of 3 months and a maximum of 9 months of unrestricted charitable expenditure, and to cover liabilities including potential maternity leave, redundancy costs and I.T equipment leases.

The Charity's main source of income is grants and donations. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management
The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods
Home-Start's overarching vision is to ensure every child has the best possible start in life. On a local level, our scheme has strengthened, expanded and diversified to make this a reality for the children of Manchester. Over the next 12 months we will adjust to further change, as we re-establish home visiting support post-Covid19. Our key priorities for 2021-22 are:

- launch the Thriving Babies project in partnership with Manchester City Council, and explore other opportunities for joint working with statutory and public sector services

- extend our current PIMH offer to include a dedicated BAME Coordinator and volunteers

- learn from adapting our services during Covid-19 and consider alternative longer-term options for volunteer training and virtual support

- continue to recruit and retain volunteers from a wide range of backgrounds, skills and experience

- Implement our Marketing and Fundraising strategies to raise our profile and increase unrestricted income other than from grants and foundations

Structure, governance and management
Home-Start Manchester is a company limited by guarantee governed by its Memorandum and Articles of Association dated 19th July 2004. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 5th August 2004. Formerly known as Home-Start Manchester South it merged with Home-Start Manchester North on 1st January 2018.

Appointment of trustees
New trustees complete an online application form and are interviewed by the Chair.

Trustee induction and training
All trustees have completed induction which includes Safeguarding Training, undertaken a DBS check (which is renewed every three years as a minimum) and provided 2 satisfactory references. They are also invited to all volunteer training and encouraged to attend meetings and activities of the service to familiarise themselves with the work of the charity and the context in which it operates.

Organisation
At the end of the financial year there were 10 active Trustees including a Chair, Vice Chair and Treasurer. The Committee are responsible for the strategic direction of the organisation and policies and procedures, however, a scheme of delegation is in place and the day to day responsibilities for the provision of services rests with the CEO.

Related parties and co-operation with other organisations
The organisation is guided by both local and national policy and by the Home-Start agreement with Home-Start UK. The purpose of the agreement is:

- To define the principles of and core values of Home-Start.
- To uphold and safeguard the good name, ethos and practice of Home-Start on behalf of all in the Home-Start network and for the benefit of families.
- To protect and safeguard the Home-Start name, logo and intellectual property and to control its use.
- To ensure and support good practice through Home-Start in the interests of families, staff, volunteers and other stakeholders in accordance with quality standards.
- To outline the rights and responsibilities of Home-Start UK and the scheme.

- To set out the process and responsibilities for remedial action when either party has concerns.

Reference and administrative information
Charity Name: Home-Start Manchester
Charity Number: 1105353
Company Registration Number: 05183477

Directors and trustees
The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Joanne Calladine	Chair	
Richard Bealing	Treasurer	
Lorna Jones		
Graham Gordon	Vice-Chair	(resigned July 2021)
Eleanor Hacking		(resigned February 2021)
Alexander Henley		
Deborah Robinson		(resigned December 2020)
Karin Connell		(appointed April 2020)
Emile Pinel		(appointed April 2020)
Carly Tait		(appointed July 2020)
Rebecca Wright		(appointed July 2020)
Emma Schneider		(appointed July 2021)

Chief Executive
Shelley Roberts

Registered Office
Woodville Children's Centre
Shirley Road
Cheetham
M8 0NE

Independent Examiners
Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

Bankers

Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex
CM13 3BE

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill,
West Malling,
Kent
ME19 4JQ

Virgin Money
Jubilee House
Gosforth
Newcastle Upon Tyne
NE3 4PL

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Home-Start Manchester for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to present that the charity will continue in business.

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

By order of the board of trustees

J E Calladine

Joanne Calladine
Chair

Date: 3rd September 2021

Independent examiner's report to the trustees of HOME-START MANCHESTER

I report on the accounts of the company for the year ended 31st March 2021, which are set out on pages 14 to 25.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
- with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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

AM King FCCA A.M. King
Community Accountancy Service Ltd
The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 3rd September 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Further Details	Unrestricted Funds £	Restricted Funds £	Total Funds Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2020 £
Income from:					
Donations and legacies	(3)	7,632	-	7,632	11,811
Charitable Activities	(4)	-	365,702	365,702	314,031
Investment Income		1,216	-	1,216	1,419
Miscellaneous Income		-	-	-	140
Total		8,848	365,702	374,550	327,401
Expenditure on:					
Raising Funds	(5)	-	1,254	1,254	2,245
Charitable Activities	(5)	(263)	326,831	326,568	307,868
Total		(263)	328,085	327,822	310,113
Net income/(expenditure)		9,111	37,617	46,728	17,288
Transfers between funds	(13)	(2,055)	2,055	-	-
Net movement in funds		7,056	39,672	46,728	17,288
Reconciliation of funds					
Total funds brought forward	(13)	247,932	59,977	307,909	290,621
Total funds carried forward	(13)	254,988	99,649	354,637	307,909

The charity's negative unrestricted funds are as a result of the £4,000 employment allowance.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 17 to 25 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	2021 £	2020 £
Fixed assets:			
Tangible assets	(9)	1,497	1,610
Total fixed assets		1,497	1,610
Current assets:			
Debtors	(10)	67,501	45,947
Cash at Bank & in Hand		323,502	316,223
Total current assets		391,003	362,170
Liabilities:			
Creditors: Amounts falling due within one year	(11)	37,863	55,871
Net current assets or liabilities		353,140	306,299
Total assets less current liabilities		354,637	307,909
Total net assets or liabilities		354,637	307,909
The funds of the charity:			
Restricted income funds	(13)	99,649	59,977
Unrestricted income funds	(13)	254,988	247,932
Total charity funds		354,637	307,909

For the year in question the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required The company to obtain an audit of its accounts for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 3rd September 2021

Joanne Calladine Chair

The notes on pages 17 to 25 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2021

	Notes	Year Ended 31 March 2021	Year Ended 31 March 2020
		£	£
Net cash used in operating activities	(17)	7,551	(49,795)
Cash flows from investment activities:			
Interest		1,216	1,419
Purchase of fixed assets		(1,488)	(1,517)
Net cash provided by investing activities		(272)	(98)
Increase/(decrease) in cash and cash equivalents during the year		7,279	(49,893)
Cash and cash equivalents brought forward		316,223	366,116
Cash and cash equivalents carried forward		**323,502**	**316,223**

Notes to the accounts

1. Accounting policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 27 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 13.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a grant is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of events and activities.

(h) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment	33.33% on cost
Fixtures and Fittings	20% on cost

(j) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions

All staff have the option to pay into a pension scheme with NEST. Contributions are tiered on the gross salary as detailed below. Staff are automatically enrolled into the scheme and are given the option of opting out within a 28 day period.

Employee Contribution	Employer Contribution
4%	4%
5%	6%
6%	8%
7%+	8%

(l) Debtors

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

(m) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(n) Cash at bank and in hand

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

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2020: £nil). Expenses paid to the trustees in the year totalled £22 (2020: £12). This was an expense for 1 trustee.
One trustee gave unconditional donations of £100 during the year (2020: £960).

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2021 £	Restricted Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2020 £
Donations	7,632	-	7,632	11,811
	7,632	-	7,632	11,811
Previous reporting period	11,811	-	11,811	

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2021	Restricted Year Ended 31 March 2021	Total Funds Year Ended 31 March 2021	Total Funds Year Ended 31 March 2020
	£	£	£	£
Secondment	-	-	-	2,729
Restricted grants:				
Children in Need	-	28,904	28,904	29,520
Children in Need Booster	-	2,230	2,230	-
Dolly Parton Imagination Library	-	-	-	752
The Henry Smith Charity (North)	-	3,888	3,888	30,687
Forever Manchester	-	-	-	200
Garfield Weston	-	4,583	4,583	11,667
GM Lottery	-	45,000	45,000	22,500
GMMF	-	500	500	-
Big Lottery Fund (North)	-	-	-	29,792
Our Manchester Fund	-	-	-	32,111
One Manchester Zumbini	-	-	-	1,000
Home-Start UK Loneliness Fund	-	20,000	20,000	-
Bactive MWA	-	18,339	18,339	10,545
MWA Sahara	-	34,535	34,535	14,145
CAPS PIMH	-	28,500	28,500	37,000
Rainbow Haven	-	17,580	17,580	-
John Lewis	-	3,840	3,840	-
Starting Well	-	58,376	58,376	-
Manchester City Council Safe Sleeping Equipment	-	-	-	5,577
Manchester MIND	-	44,185	44,185	-
Tudor Trust	-	4,375	4,375	21,875
The Brian Kennedy Trust	-	1,788	1,788	-
Big Manchester Covid 19	-	14,609	14,609	-
Big Lottery Fund (South)	-	-	-	44,104
We Love Manchester	-	9,175	9,175	
Restricted charitable foundations:				
Lloyds Bank Foundation Continuation Funding	-	25,295	25,295	19,827
Lloyds Bank Foundation (North)	-	-	-	-
	-	365,702	365,702	314,031
Previous reporting period	3,429	310,602	314,031	

5. Expenditure

	Home-Start Family Support	Year Ended 31 March 2021 Total Funds	Year Ended 31 March 2020 Total Funds
	£	£	£
Expenditure on raising funds:			
Events, Roadshows and Trips	-	-	656
Fundraising Costs	-	-	396
Advertising and marketing	1,254	1,254	1,193
	1,254	1,254	2,245
Expenditure on charitable activities:			
Employment Costs	226,371	226,371	246,347
Training	675	675	510
Subcontracted Services	35,863	35,863	10,099
Home-Start UK Annual Fee	5,893	5,893	6,389
Recruitment	689	689	2,704
Volunteers Training Costs	7,702	7,702	269
Travel Expenses	3,165	3,165	12,447
Dolly Parton Imagination Library Charges	1,252	1,252	2,000
Volunteers Travel Costs	145	145	1,587
Hospitality	451	451	1,552
Minor Equipment	2,704	2,704	1,763
Bad Debts	27	27	-
Bank Charges	69	69	53
IT Maintenance	4,200	4,200	2,942
Family Costs	13,966	13,966	-
Telephone	4,348	4,348	2,695
Rent	2,266	2,266	2,472
Insurance	1,399	1,399	611
Governance	12,515	12,515	10,242
Post, Printing & Stationery	1,267	1,267	2,079
Depreciation	1,601	1,601	1,107
	326,568	326,568	307,868
Total Expenditure	327,822	327,822	310,113
Unrestricted funds		(263)	2,004
Restricted funds		328,085	308,109
		327,822	310,113

6. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total	Basis of apportionment
Payroll Bureau Charges	1,373	-	1,373	type of expense
Freelance Administration Fees	5,286	-	5,286	type of expense
Consultancy Fees	4,500	-	4,500	type of expense
Accountancy Support	276	-	276	type of expense
Accountancy Fees	-	1,080	1,080	type of expense
	11,435	1,080	12,515	

7. Analysis of staff costs

	Year Ended 31 March 2021	Year Ended 31 March 2020
	£	£
Wages and Salaries	203,244	212,509
Redundancy Costs	-	7,455
Social Security Costs	13,127	15,250
Pension Costs	10,000	11,133
	226,371	246,347
Charitable Activities	226,371	246,347
Support Costs	-	-
	226,371	246,347

The average number of employees during the year was 9 (previous year: 10).
The charity considers its key management personnel comprises the trustees and Chief Executive Officer. The total employment benefits, including employer pension contributions of the key management personnel were £44,888 (previous year: £43,569), No employee has benefits in excess of £60,000 (previous year: none).

8. Independent Examiner Fees

	Year Ended 31 March 2021	Year Ended 31 March 2020
	£	£
Independent examination fees	1,080	1,110
	1,080	1,110

9. Tangible Fixed Assets

	Computers	Total
Cost	£	£
At 1 April 2020	3,517	3,517
Additions	1,488	1,488
At 31 March 2021	5,005	5,005
Depreciation		
At 1 April 2020	1,907	1,907
Charge for Year	1,601	1,601
At 31 March 2021	3,508	3,508
NET BOOK VALUE		
At 31 March 2021	1,497	1,497
At 31 March 2020	1,610	1,610

10. Analysis of debtors

	2021	2020
	£	£
Debtors	58,376	43,618
Prepayments	9,125	2,329
	67,501	45,947

Debtors and prepayments related to restricted funds £67,501 (2020: £44,986) and unrestricted funds £nil (2020: £961).

11. Creditors: amounts falling due within one year

	2021	2020
	£	£
Creditors	1,425	2,099
Short-term compensated absences (holiday pay)	4,363	760
Other creditors and accruals	1,080	1,080
Deferred income	30,995	51,932
	37,863	55,871

12. Deferred income

Deferred income comprises grants relating to a period beyond the year end.

Balance as at 1 April 2020	51,932
Amount released to income earned from charitable activities	(51,932)
Amount deferred in year	30,995
Balance at 31 March 2021	30,995

13. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
General Fund	52,822	8,848	263	(1,739)	60,194
Designated Funds	195,110	-	-	(316)	194,794
	247,932	8,848	263	(2,055)	254,988

Previous reporting period

	Balance at 1 April 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
General Fund	130,167	16,799	(2,004)	(92,140)	52,822
Designated Funds	109,169	-	-	85,941	195,110
	239,336	16,799	(2,004)	(6,199)	247,932

Name of unrestricted fund:	Description, nature and purpose of the fund
General Fund	The "free reserves" after allowing for all designated funds
Designated Funds	For future redundancy and closure costs

Analysis of movements in restricted funds

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
The Henry Smith Charity (North)	2,023	3,888	(3,990)	-	1,921
The Henry Smith Charity (South)	6,623	-	-	-	6,623
Children in Need	-	28,904	(28,421)	-	483
Children in Need Booster	-	2,230	(2,230)	-	-
Dolly Parton Imagination Library	252	-	(252)	-	-
Manchester City Council	17,000	-	-	-	17,000
Forever Manchester	221	-	-	-	221
Garfield Weston	-	4,583	(3,333)	-	1,250
GM Lottery	-	45,000	(44,674)	-	326
GMMF	-	500	-	-	500
Big Lottery Fund (North)	591	-	(591)	-	-
Our Manchester Fund	1,100	-	(416)	-	684
Home-Start UK Loneliness Fund	-	20,000	(19,322)	-	678
Bactive MWA	376	18,339	(18,286)	-	429
MWA Sahara	385	34,535	(26,123)	-	8,797
CAPS PIMH	707	28,500	(17,811)	-	11,396
Rainbow Haven	-	17,580	(17,065)	-	515
John Lewis	-	3,840	(2,843)	1,666	2,663
Starting Well	-	58,376	(48,355)	-	10,021
Manchester City Council Safe Sleeping Equipment	14,877	-	(9,899)	-	4,978
Manchester MIND	-	44,185	(43,756)	-	429
Tudor Trust	-	4,375	(4,375)	-	-
The Brian Kennedy Trust	-	1,788	(2,177)	389	-
Big Manchester Covid 19	11,346	14,609	-	-	25,955
Big Lottery Fund (South)	4,375	-	(182)	-	4,193
We Love Manchester	-	9,175	(8,856)	-	319
Lloyds Bank Foundation Continuation Funding	101	25,295	(25,128)	-	268
	59,977	365,702	(328,085)	2,055	99,649

Previous reporting period

	Balance at 1 April 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
The Henry Smith Charity (North)	1,760	30,687	(30,424)	-	2,023
The Henry Smith Charity (South)	6,623	-	-	-	6,623
Children in Need	-	29,520	(29,520)	-	-
Dolly Parton Imagination Library	1,500	752	(2,000)	-	252
Manchester City Council	17,000	-	-	-	17,000
Forever Manchester	-	200	-	21	221
Garfield Weston	-	11,667	(11,667)	-	-
GM Lottery	-	22,500	(22,500)	-	-
Big Lottery Fund (North)	90	29,792	(29,291)	-	591
Our Manchester Fund	1,079	32,111	(32,090)	-	1,100
One Manchester Zumbini	-	1,000	(1,000)	-	-
Bactive MWA	376	10,545	(10,545)	-	376
MWA Sahara	-	14,145	(16,489)	2,729	385
CAPS PIMH	351	37,000	(36,644)	-	707
Manchester City Council Safe Sleeping Equipment	10,000	4,877	-	-	14,877
Tudor Trust	-	21,875	(21,875)	-	-
Big Manchester Covid 19	11,346	-	-	-	11,346
Big Lottery Fund (South)	4,558	44,104	(44,287)	-	4,375
Lloyds Bank Foundation Continuation Funding	51	19,827	(19,777)	-	101
Lloyds Bank Foundation (North)	(3,449)	-	-	3,449	-
	51,285	310,602	(308,109)	6,199	59,977

Name of restricted fund:	Description, nature and purpose of the fund
The Henry Smith Charity (North)	for salary and on costs for full time co-ordinator
The Henry Smith Charity (South)	for salary and on costs for full time co-ordinator
Children in Need	for Family Support worker salary and on-costs
Children in Need Booster	Covid support for families and £1,000 for Dolly Parton Imagination Library
Dolly Parton Imagination Library	for the Dolly Parton Imagination Library and book purchasing
Manchester City Council	for salary and on costs
Forever Manchester	for emergency items for families in response to Covid-19
Garfield Weston	for core costs/overheads
GM Lottery	for core costs/overheads
GMMF	for a new laptop
Big Lottery Fund (North)	for a full time co-ordinator, part time administrator and on costs
Our Manchester Fund	for Coordinator salary and on-costs
Home-Start UK Loneliness Fund	for Family Support worker salary and on-costs
Bactive MWA	for Coordinator salary and on-costs
MWA Sahara	for co-ordinator salary, on-costs and project costs
CAPS PIMH	for Senior Coordinator salary and on-costs
Rainbow Haven	for Co-ordinator, Asylum project and core costs/overheads
John Lewis	for items for families
Starting Well	for BAME PIMH project costs
Manchester City Council Safe Sleeping Equipment	for the administration and purchase of safe sleeping equipment
Manchester MIND	for Co-ordinator and 1000 days project and core costs/overheads
Tudor Trust	for salary and on costs for Rapid Response Worker and Volunteer Recruitment Co-ordinator
The Brian Kennedy Trust	for purchases for families
Big Manchester Covid 19	for Coordinator salary and on-costs
Big Lottery Fund (South)	for a manager, administrator and a full time co-ordinator
We Love Manchester	for Covid costs and salary and on-costs
Lloyds Bank Foundation Continuation Funding	for Coordinator salary and on-costs

14. Analysis of net assets between funds

	Unrestricted funds	Designated Funds	Restricted funds	Total 2021
	£	£	£	£
Tangible fixed assets	209	-	1,288	1,497
Cash at bank and in hand	65,617	194,794	63,091	323,502
Other net current assets/(liabilities)	(5,632)	-	35,270	29,638
Total	60,194	194,794	99,649	354,637

Previous reporting period

	Unrestricted funds	Designated Funds	Restricted funds	Total 2020
	£	£	£	£
Tangible fixed assets	419	-	1,191	1,610
Cash at bank and in hand	53,523	195,110	67,590	316,223
Other net current assets/(liabilities)	(1,120)	-	(8,804)	(9,924)
Total	52,822	195,110	59,977	307,909

15. Financial Instruments

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

16. Reconciliation of net movement in funds to net cash flow from operating activities

	Year Ended 31 March 2021	Year Ended 31 March 2020
	£	£
Net movement in funds	46,728	17,288
Add back depreciation	1,601	1,107
Deduct investment income	(1,216)	(1,419)
Decrease/(increase) in debtors	(21,554)	(11,599)
Increase/(decrease) in creditors	(18,008)	(55,172)
Net cash used in operating activities	7,551	(49,795)

17. Operating leases

The total of future minimum lease payments under non-cancellable operating leases are:

	Equipment Leases 2021	Equipment Leases 2020
	£	£
Payable within one year	1,752	3,048
Payable between 2 and five years	-	1,752
	1,752	4,800

Lease payments recognised as expenses are £2,220 within telephone costs and £438 within IT Maintenance and £438 within Post, Printing & Stationery.

Income and Expenditure Account

	Year Ended 31 March 2021 £	Year Ended 31 March 2020 £
Income		
Donations	7,632	11,811
Investment Income	1,216	1,419
Miscellaneous Income	-	140
Secondment	-	2,729
Restricted grants:		
Children in Need	28,904	29,520
Children in Need Booster	2,230	-
Dolly Parton Imagination Library	-	752
The Henry Smith Charity (North)	3,888	30,687
Forever Manchester	-	200
Garfield Weston	4,583	11,667
GM Lottery	45,000	22,500
GMMF	500	-
Big Lottery Fund (North)	-	29,792
Our Manchester Fund	-	32,111
One Manchester Zumbini	-	1,000
Home-Start UK Loneliness Fund	20,000	-
Bactive MWA	18,339	10,545
MWA Sahara	34,535	14,145
CAPS PIMH	28,500	37,000
Rainbow Haven	17,580	-
John Lewis	3,840	-
Starting Well	58,376	-
Manchester City Council Safe Sleeping Equipment	-	5,577
Manchester MIND	44,185	-
Tudor Trust	4,375	21,875
The Brian Kennedy Trust	1,788	-
Big Manchester Covid 19	14,609	-
Big Lottery Fund (South)	-	44,104
We Love Manchester	9,175	-
Restricted charitable foundations:		
Lloyds Bank Foundation Continuation Funding	25,295	19,827
Lloyds Bank Foundation (North)	-	-
Total Income	**374,550**	**327,401**
Expenditure		
Events, Roadshows and Trips	-	656
Fundraising Costs	-	396
Advertising and marketing	1,254	1,193
Employment Costs	226,371	246,347
Training	675	510
Subcontracted Services	35,863	10,099
Home-Start UK Annual Fee	5,893	6,389
Recruitment	689	2,704
Volunteers Training Costs	7,702	269
Travel Expenses	3,165	12,447
Dolly Parton Imagination Library Charges	1,252	2,000
Volunteers Travel Costs	145	1,587
Hospitality	451	1,552
Minor Equipment	2,704	1,763
Bad Debts	27	-
Bank Charges	69	53
IT Maintenance	4,200	2,942
Family Costs	13,966	-
Telephone	4,348	2,695
Rent	2,266	2,472
Insurance	1,399	611
Governance	12,515	10,242
Post, Printing & Stationery	1,267	2,079
Depreciation	1,601	1,107
Total Expenditure	**327,822**	**310,113**
Surplus/(deficit for year)	46,728	17,288