



FINANCIAL STATEMENTS

Year End 31st March 2023

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www.stepbystepkids.org.uk

CHAIR'S REPORT

We've been hard at work this past year helping our children regain the skills they lost during Covid and we have seen extraordinary success. Our children have now achieved the same skill level as pre-pandemic.

In a world where disabilities hinder children at every step, Step by Step has given children with disabilities tools to throw off their limitations and live to their potential. In a world stuck in a Cost of living crisis, with parents of children with disabilities suffering disproportionately from its effects, Step by Step has been a lifeline. The demand for our services has grown exponentially and we have scaled up to meet it, both in the quantity and quality of service we provide.

One of our major achievements this year has been to complete Stage 1 of building our customised software. This has streamlined the application process for the parents immensely and has enabled us to cut down on lots of chasing and paperwork that is now done automatically. We have also held numerous trainings for our volunteers to train them up and improve the level of our services. Trainings have included hoist training, first aid, health and safety and tube feeding. Additionally, we ran fun events to reward them for the love and dedication they give to our children. We remain committed to providing the very best for our users.

I am pleased to present our annual report and accounts to you, where you have the possibility of immersing yourself into the world at Step by Step and understanding what it is that is so special about a Step by Step experience. We are grateful to all our partners, funders, staff and volunteers for helping transform the impossible to make it possible.

Rabbi Hager
Chair of Trustees



OUR MISSION

Step by Step's mission is to grant every young person with disabilities a happy, productive childhood and to support their families with respite breaks. Our mission also extends to include the benefit of our volunteers-through working with children with disabilities our volunteers learn, grow and become more sensitive.

OUR VISION

Step by Step's vision is of a community where children and young adults with disabilities enjoy a wide range of enriching experiences with their peers and where their families are well supported by respite services.

OUR OBJECTIVES

1. To Provide enjoyable activities for disabled children and young people that contribute to their social, emotional, physical and intellectual development.
2. Provide respite to the parents, carers and families of disabled children, enabling them to stay physically and emotionally healthy, keep their families intact and improve their lives.

Step by Step activities are so much fun! I look forward to them the whole week.

Dovi



OUR ETHOS

Collaborative working

We are firm believers in collaborative working. We have seen the tremendous benefits that all gain when organisations share skills, advice and information with each other. We work closely with Hackney Social Services. We are also closely linked with Haringey Council and are a registered short breaks provider. Our partners include local children's centres, including Triangle Children's Center and other local organisations including Bikur Cholim D'Satmar, Misgav, Kef and Side by Side.



Child centered approach

All our services are designed by users / user feedback. We collect feedback from the children regularly, using communication aids when needed. The children are the ones that choose the activities that they prefer. All services are designed to give the children utmost independence and dignity in a safe way, whilst giving them the maximum benefit from sessions.



Cultivating respect

We place a big emphasis on accepting and respecting each other. In an organisation like ours, this is key. We hold a few training sessions a year for all our volunteers and carers and we strive to emulate that and never turn away a child. We accept every child, regardless of age, no matter how disabled or of their ability to pay. We will always make it work. For us, for the child and for the family of our user.



Confidentiality and Professionalism

This is the trust we have built and cultivated over the past 20+ years. We have been the leading provider of services for children with disabilities and have a continuity of providing services with those children and families. As a direct result of the standard we run by and the professionalism we strive for, we are a first choice for children and families with disabilities.



Creativity

We pride ourselves on constantly improving and innovating. We see which areas we can improve on and work with creativity to constantly better our services. By collaborating and learning all the time, we are able to rethink our processes, systems and services and make positive changes all the time.



Care

We provide the highest quality care that we are able. We have a dedicated Head of Care who is in charge of ensuring that each child attends the services best suited to them and that the activities they do are tailored to their individual needs. The Head of Care also meets with the children and parents periodically to ensure that all sides are being heard. We collaborate with any professionals working with the child to ensure that our approach is consistent in all areas.

IN NUMBERS



220+
CHILDREN IN SERVICE



358
VOLUNTEERS



10,000+
HOURS OF VOLUNTEERING



800+
FAMILY MEMBERS DIRECTLY
BENEFITTING



8+
DIFFERENT PROGRAMMES



VIEW OUR PROJECTS



Sunday Club Life skills programme



Sunday Club is designed to teach vital life skills, including social skills, interpersonal skills, communication skills, hygiene for children aged 3-25. We ran 45 weeks of Sunday Club this year, for 5 groups of children 10 - 5pm. Children enjoyed a variety of activities including cooking, baking, sensory play, gardening and music sessions.

OUTCOMES:



1. Improved independence and life skills.



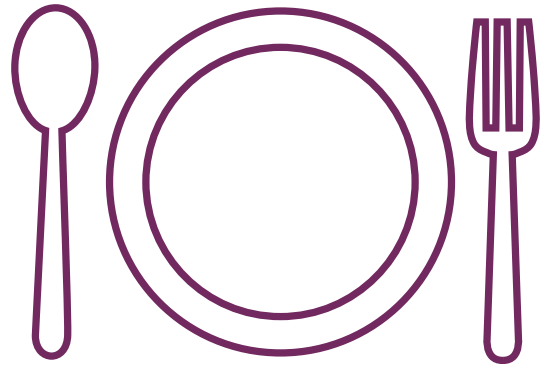
2. Developed communication with more social awareness.

We run our Sunday Sessions in small divisions based upon ability, not age. This approach has proven to be the most effective and our users derive maximum benefit from having sessions split like this.

I love Sunday Club.
It's fun for me to
play with friends
and learn so many
fun things! *Shana*



Food and Nutrition Stay and Play sessions



Stay and Play is an after-school club 3:30-6:30 daily. We ran 248 Stay 'n' Play sessions this past year with children who came straight from school to our Hub, and participated in a range of calm/stimulating activities. We served a hot and nourishing supper cooked onsite fresh by our in-house cook.

OUTCOMES:



1. Improved health/nutrition

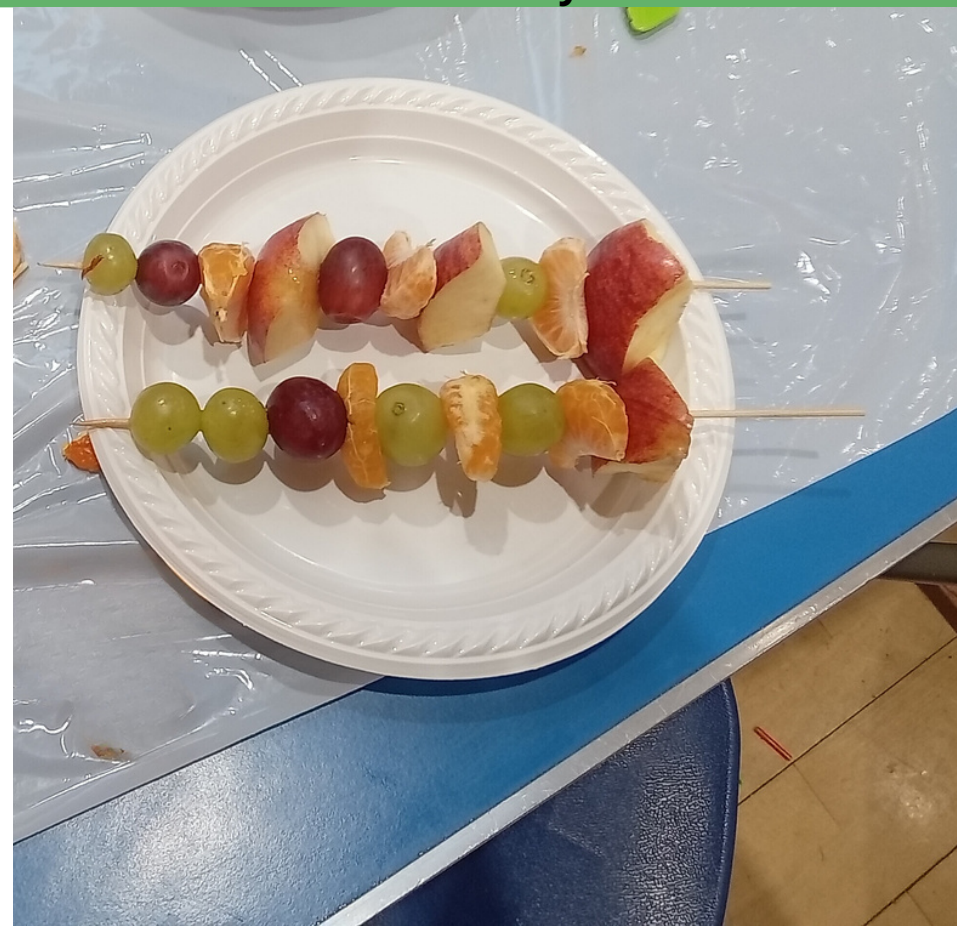


2. Reduced isolation and increased friendship



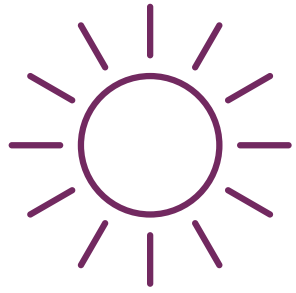
3. Healthier families with improved emotional well-being

Children get a visual activity pack where they can choose each day which type of activity they'd like to do. Choices include sensory play, highly active play, down time etc. The children have the ability to influence the way the session runs as they want it.



Since D joined Stay and Play he eats so much better which improves his behaviour. *Mrs T*

Holiday Playschemes



We ran full day OFSTED registered holiday play-schemes for 80 children and young people in the Easter, Winter and Summer Holidays, amounting to 26 days. Programs included trips to farms and soft plays, theme parks, entertainers and fun sensory activities.

OUTCOMES:



1. Improved family relationships and home environments.



2. Increased positive behaviours.



Play-scheme is tons of fun! I love having what to do when there is no school. *Rachel*

Health and Wellbeing Sports



Our after school- Sport EXTRA programme ran for 220 children this past year. The sessions included ice skating, swimming, hydrotherapy, dance and exercise at local sport centres, with qualified instructors. With over 10 sessions per week, each for around 12 children, our vans were busy shuttling children to and from sessions.

OUTCOMES:



1. Improved health and reduced obesity risks.



2. Improved confidence.



3. Reduced isolation.



4. Healthier families.



The benefits of sports cannot be praised enough! We are seeing huge differences in the children who participate.
Sports Manager

We hold an annual Sports Gala Event for each of our sports sessions offered. The children had the opportunity to showcase the new skills that they learned this past year. The gala event was a huge success and was attended by staff, parents and siblings. The children displayed their skills and received certificates listing their achievements.

Step to Work



We ran a job training programme for our 18-25 year olds to teach them the vital life skills they need to enter employment. The young adults acquired skills which unlocked their potential to the work force despite their disabilities and additional needs.

The programme included:

Soft Skill training: interpersonal skills, communication skills, time management and empathy, independence skills, listening skills

Hard Skills training: computer skills, stock management, packaging.

In house social enterprise programme took place in our own, newly leased work hub where varying model work situations were set up. These included a Kitchen, laundry area, stock area, packaging, office space to model real work situations giving young adults an experience of a real work environment and practised skills that assisted them to develop their appropriateness/readiness for work.

OUTCOMES:



1. Young people with disabilities were helped into employment.



2. Our users were able to learn skills in an environment designed for them, among peers who understand them.



3. Parents were relieved of the burden of training their child and finding them appropriate workplaces.



PLANS FOR FUTURE PERIODS

To lease a local disused hydro pool from the council and renovate, refurbish and expand its current capabilities in order to be able to run many more sessions for our children. We will also install a hyperbaric chamber to benefit all users of the hydro pool.

We have developed a customised software which has streamlined all our projects and enabled us to work more efficiently. We will finish the final stage of development to ensure ultimate efficiency and smoothness of operation.

To provide more support for the families of the children by lobbying for more care packages from the council.

To introduce a Head of Care who will liaise and plan with the parents, carers, children and professionals working with each child about a proper care plan while they attend Step by Step services.



FINANCIAL PLANS

The charity ended the year with a surplus of £30,660 comprising £359,550 unrestricted funds and £59,732 restricted funds.

The trustees are extremely pleased that this was achieved, as services were expanded to accommodate some children on our waiting list. During this year, due to the cost of living crisis, it has been exceptionally difficult to rely on grant makers and foundations due to intense competition. Our social enterprise – an OFSTED registered nursery has brought in unrestricted income and this has enabled the budgeted activities expenses to be raised.

The ability to raise over £1m, is largely due to our generous funders and donors, who have been funding us consistently for many years, as well as those that have started to support our work more recently. We are indebted to these funders including long-time supporters, City Bridge Trust, The Childhood Trust, The Childwick Trust & Reaching Communities.

Going Concern

The trustees believe that the charity is able to continue as a going concern.

Reserves and Investment Policy

The Trustees aim to hold free reserves at a level of at least 3 months running costs and up to one year's running costs. This is to protect the Charity in the event that income for a project is lower than anticipated and to act as a cushion to protect services in the event of a time limited grant ending before having secured funding from a new source. At 31 March 2023 the free reserves were £359,550 covering running costs for approximately 3 months.

Structure, governance and management

The Trustees The Trustees who served the charity during the year were as follows:

Mrs T Kahan

Mr B Hofstatter

Mrs R Erbllich

Mr M Friesel

Mrs R Margulies

Rabbi Y L Hager

Mr L Schlesinger

Day to day management and delivery of activities is delegated to the employed staff including a Director, a senior management team and 344 sessional and part time employees, and 358 volunteers.

Governing Document

Step by Step London is a Company Limited by Guarantee and is a registered charity. Its objects are set out in its Memorandum and Articles of Association and are to improve the condition of life for children with disabilities. The Trustees are responsible for governance of the organisation, and the Chair and Treasurer take an active part in strategic management and fundraising. None of the Trustees have been paid either for expenses incurred on behalf of or for services provided to the Charity or have had any beneficial interest in the Charity.

Trustees Appointment, Induction and Training

The power to appoint new trustees is vested in the existing Trustees. New trustees are recruited on the basis of their competence, specialist skills, and those who are able to promote the objectives of the Charity. All trustees have either a child or other family member with disabilities. New trustees are appointed by a resolution of the Trustees, which is recorded in the minutes and signed by the new trustee. New trustees are inducted into the workings of the Charity by the current Trustees which include an understanding of the content of the Memorandum and Articles of Association, their legal obligations under charity act and company law, the organisational structure, safeguarding children and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events which enhance their knowledge and skill, thereby improving the performance of their role.

Risk Assessment

The Charity annually identifies and reviews the major risks to which it is exposed as detailed in our Business Continuity Plan updated in May 2022. The main potential risks relate to the protection and safety of vulnerable children in the Charity's care and financial risk to the Charity's funds. The charity is satisfied that these risks are robustly managed, through its policies, systems and procedures for Child Protection, Health and Safety and Financial Management and Controls.

Public Benefit

In planning activities for the year, the trustees took due heed of the Charity Commission's guidance on the requirement to provide public benefit. Services were targeted at children requiring an Orthodox Jewish setting, because of their faith and culture, but where places are available services are open to any child. The trustees have reviewed their Access to Services policy with due regard to the Charity Commission's public benefit guidance and are satisfied that they meet the requirements.

Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the 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 the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

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

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

AUDITOR

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 31 January 2024 and signed on behalf of the board of trustees by:

Mrs R Erbllich
Trustee

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON YEAR ENDED 31 MARCH 2023

OPINION

We have audited the financial statements of Step By Step London (the 'parent company') and its subsidiary (the 'group') for the year ended 31 March 2023 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Parent Company Balance Sheets, the Consolidated Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The Financial Reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

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

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent company's affairs as at 31 March 2023 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared with the requirements of the Companies Act 2006 and Charities Act 2011.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where: • the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or • the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON YEAR ENDED 31 MARCH 2023

OPINION ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

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

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

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

RESPONSIBILITIES OF TRUSTEES

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

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

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

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

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

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the group through discussion with the trustees and identified financial reporting legislation and charity legislation as being most significant to these financial statements.
- We communicated these identified frameworks amongst our audit team and remained alert to any indications of non-compliance throughout the audit. We ensured that the engagement team had sufficient competence and capability to identify or recognise non-compliance with the laws and regulations.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF STEP BY STEP LONDON YEAR ENDED 31 MARCH 2023

- We discussed with the trustees the policies and procedures regarding compliance with these legal and regulatory frameworks.
- We assessed the susceptibility of the group's financial statements to material misstatement due to noncompliance with legal and regulatory frameworks, including how fraud might occur, by enquiry with the trustees during the planning and finalisation phases stages of our audit. The susceptibility to such material misstatement was determined to be low.
- Based on this understanding, we designed our audit procedures to identify non-compliance with the identified legal and regulatory frameworks, which were part of our procedures on the related financial statement items.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.

- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DAVID GOLDBERG
(Senior Statutory Auditor)
For and on behalf of
COHEN ARNOLD
Chartered Accountants
& Statutory Auditor

New Burlington House
1075 Finchley Road
LONDON
NW11 0PU

31 January 2024

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME & EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds	Restricted Funds £	Total Funds 2023 £	Total Funds 2022
INCOME AND ENDOWMENTS					
Donations and legacies		518,125	386,029	904,154	492,836
Charitable activities	5	350,389		350,389	468,655
Other trading activities:					
Mini Steps London	6	178,366		178,366	110,378
Investment income	7	43		43	
TOTAL INCOME		1,046,923	386,029	1,432,952	1,071,886
EXPENDITURE					
Expenditure on raising funds:					
Costs of raising donations and legacies	8	38,638		38,638	10,253
Expenditure on charitable activities	9-11	839,434	402,986	1,242,420	979,277 ¹⁷
Mini Steps London	12	121,234		121,234	82,768
TOTAL		999,306	402,986	1,402,292	1,072,298
NET (DEFICIT)/SURPLUS					
		47,617	(16,957)	30,660	(412)
RECONCILIATION OF FUNDS					
Total funds brought forward		311,933	76,689	388,622	389,034
TOTAL FUNDS CARRIED FORWARD		359,550	59,732	419,282	388,622

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
CONSOLIDATED BALANCE SHEET
31 MARCH 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	17	113,702	108,748
CURRENT ASSETS			
Debtors	19	396,519	450,586
Cash at bank and in hand		52,545	10,528
		449,064	461,114
CREDITORS: amounts falling due within one year			
	20	143,484	181,240
NET CURRENT ASSETS		305,580	279,874
TOTAL ASSETS LESS CURRENT LIABILITIES		419,282	388,622
NET ASSETS		419,282	388,622
FUNDS OF THE CHARITY			
Restricted funds	22	59,732	76,689
Unrestricted funds	23	359,550	311,933
TOTAL CHARITY FUNDS		419,282	388,622

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

These financial statements were approved by the board of trustees and authorised for issue on 31 January 2024, and are signed on behalf of the board by:

.....
Mrs R Erblich
Trustee
Company Registration Number: 07597656

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
CONSOLIDATED BALANCE SHEET 31 MARCH
2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	17	105,929	105,587
Investments	18	1	1
		<u>105,930</u>	<u>105,588</u>
CURRENT ASSETS			
Debtors	19	394,616	450,603
Cash at bank and in hand		<u>51,578</u>	<u>8,672</u>
		<u>446,194</u>	<u>459,275</u>
CREDITORS: amounts falling due within one year	20	<u>140,854</u>	<u>179,621</u>
NET CURRENT ASSETS		<u>305,340</u>	<u>279,654</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>411,270</u>	<u>385,242</u>
NET ASSETS		<u>411,270</u>	<u>385,242</u>
FUNDS OF THE CHARITY			
Restricted funds	22	59,732	76,689
Unrestricted funds	23	<u>351,538</u>	<u>308,553</u>
TOTAL CHARITY FUNDS		<u>411,270</u>	<u>385,242</u>

The Charity's own net surplus for the year was £26,028 (2022: £220).

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

These financial statements were approved by the board of trustees and authorised for issue on 31 January 2024, and are signed on behalf of the board by:

.....
Mrs R Erblich
Trustee

Company Registration Number: 07597656

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS YEAR ENDED 31
MARCH 2023

	2023 £	2022 £
CASH FLOWS FROM OPERATING ACTIVITIES		
Net income	30,660	(412)
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	31,625	30,393
Interest receivable	(43)	(17)
<i>Changes in:</i>		
Trade and other debtors	54,067	(67,435)
Trade and other creditors	<u>(37,756)</u>	<u>(17,919)</u>
Cash generated from operations	78,553	(55,390)
Interest received	43	17
Net cash from operating activities	<u>78,596</u>	<u>(55,373)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of tangible assets	<u>(36,579)</u>	<u>(2,435)</u>
Net cash used in investing activities	<u>(36,579)</u>	<u>(2,435)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from borrowing	-	-
Net cash from financing activities	<u>-</u>	<u>-</u>
NET INCREASE / (DECREASE) IN CASH AND CASH EQUIVALENTS	<u>42,017</u>	<u>(57,808)</u>
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>10,528</u>	<u>68,336</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>52,545</u>	<u>10,528</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

1. GENERAL INFORMATION

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 39 High Road, London, England, N15 6DS.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)); the companies act 2006 and the Charities Act 2011.

3. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in Sterling, which is the functional currency of the entity.

The charity constitutes a public benefit entity as defined by FRS102.

Consolidation

The group financial statements incorporate the audited financial statements of the company and its wholly owned subsidiary, Mini Steps London Limited, whose financial statements are made up to the same date as the holding company 31 March 2023.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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

The Trustees do not consider there are any critical judgements or sources of estimation uncertainty requiring disclosure beyond the accounting policies listed below.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured.

Grants and donations

Grants and donations are only included in the statement of financial activities when the Charity has unconditional entitlement to the resources. Donations represent voluntary amounts received during the year.

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

3. ACCOUNTING POLICIES (continued)

Legacies

Legacies are included in the Financial Statements as soon as their receipt can be anticipated with a high degree of certainty. This frequently coincides with the funds being received.

Fund accounting

General unrestricted funds comprise the accumulated surplus or deficit on income and expenditure account. They are available for use at the discretion of the Trustees in the furtherance of the general objectives of the Charity.

Restricted funds are funds subject to specific restricted conditions imposed by donors.

Designated funds are funds which have been set aside at the discretion of the Trustees for specific purposes. There are no Designated Funds as at the Balance Sheet date.

Expenditure

Expenditure is charged on an accruals basis and allocated to the appropriate headings in the accounts.

The majority of costs are directly attributable to specific activities. Costs incurred in respect of the charitable activities include elements of staff costs and attributable support costs.

Support costs

Support costs are those costs which are common to all areas of the organisation. These are allocated across all areas of activity on the basis of time and other resources dedicated to the respective services.

Governance costs

Governance costs are associated with the governance arrangements of the Company and Charity and relate to the general running of both. These costs include audit, legal advice for Trustees and costs associated with meeting constitutional and statutory requirements such as the cost of Trustee meetings and the preparation of the statutory accounts.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold property	over the life of the lease
Motor Vehicles	15% reducing balance
Equipment	some at 33% reducing balance, some at 25% RB
Office Equipment	20% reducing balance

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

4. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Donations			
Donations and other grants	518,125	345,573	863,698
Grants			
Public sector grants	-	40,456	40,456
	<u>518,125</u>	<u>386,029</u>	<u>904,154</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations and other grants	232,707	215,594	448,301
Grants			
Public sector grants	-	44,535	44,535
	<u>232,707</u>	<u>260,129</u>	<u>492,836</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2023 £	Total Funds Unrestricted 2022 £
Statutory fees	216,439	216,439	232,708
User fees	133,950	133,950	235,947
	<u>350,389</u>	<u>350,389</u>	<u>468,655</u>

6. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2023 £	Total Funds Unrestricted 2022 £
Mini Steps London income	178,366	178,366	110,378
	<u>178,366</u>	<u>178,366</u>	<u>110,378</u>

7. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2023 £	Total Funds Unrestricted 2022 £
Bank interest receivable	43	43	17
	<u>43</u>	<u>43</u>	<u>17</u>

**STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

8. COSTS OF RAISING DONATIONS AND LEGACIES

	Unrestricted Funds £	Total Funds 2023 £	Total Funds Unrestricted 2022 £
Fundraising costs	38,638	38,638	10,253
	<u>38,638</u>	<u>38,638</u>	<u>10,253</u>

9. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Holiday Play Schemes	117,509	53,468	170,977	112,636
Sunday Programme	104,352	98,475	202,827	236,418
Sports Activities	132,355	87,435	219,790	218,038
Stay and Play	307,807	163,608	471,415	309,763
Support costs	177,411	-	177,411	102,422
	<u>839,434</u>	<u>402,986</u>	<u>1,242,420</u>	<u>979,277</u>

Of the £979,277 expenditure in 2022, £701,000 was charged to unrestricted funds and £278,277 to restricted funds.

10. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly £	Support costs £	Total Funds 2023 £	Total Funds 2022 £
Holiday Play Schemes	170,977	22,520	193,497	123,624
Sunday Programme	202,827	36,978	239,805	254,461
Sports Activities	219,790	19,462	239,252	246,933
Stay and Play	471,415	98,451	569,866	354,259
	<u>1,065,009</u>	<u>177,411</u>	<u>1,242,420</u>	<u>979,277</u>

11. ANALYSIS OF SUPPORT COSTS

	Office costs £	Other costs £	Governance costs £	Total 2023 £	Total 2022 £
Sunday Programme	34,187	1,698	2,670	38,555	18,436
Holiday Play Schemes	20,820	1,035	1,626	23,481	11,266
Sports Activities	17,993	894	1,405	20,292	28,678
Stay and Play Programme	84,310	4,187	6,586	95,083	44,041
	<u>157,310</u>	<u>7,814</u>	<u>12,287</u>	<u>177,411</u>	<u>102,422</u>

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

12. COSTS OF OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2023 £	Total Funds Unrestricted 2022 £
Mini Steps London costs	<u>121,234</u>	<u>121,234</u>	<u>82,768</u>

13. NET INCOME FOR THE YEAR

This is stated after charging:

	2023 £	2022 £
Depreciation of tangible fixed assets	<u>31,625</u>	<u>30,393</u>

14. AUDITORS REMUNERATION

Fees payable for the audit of the financial statements

15. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2023 £	2022 £
Wages and salaries	728,343	611,204
Social security costs	5,005	3,168
Employer contributions to pension plans	983	522
	<u>734,331</u>	<u>614,894</u>

Particulars of employees:

	2023	2022
Number of Sessional Staff	186	175
Number of Part Time Staff	49	42
	<u>235</u>	<u>217</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £46,535 (2022:£89,000).

16. TRUSTEE REMUNERATION AND EXPENSES

No trustees received any remuneration during the year (2022: £Nil). The charity did not meet any individual expenses incurred by the trustees for services provided to the charity.

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

17. TANGIBLE FIXED ASSETS

Group and company

	Freehold Property £	Motor Vehicles £	Equipment £	Office Equipment £	Total £
Cost					
At 1 April 2022	141,356	99,962	78,819	40,293	360,160
Additions	9,118	-	16,579	10,882	36,579
Transfers	3,278	-	(3,278)	-	-
At 31 March 2023	<u>153,752</u>	<u>99,962</u>	<u>92,120</u>	<u>51,175</u>	<u>396,739</u>
Depreciation					
At 1 April 2022	101,182	64,582	56,356	29,292	251,412
Charge for the year	10,977	5,267	11,005	4,376	31,625
At 31 March 2023	<u>112,159</u>	<u>69,849</u>	<u>67,361</u>	<u>33,668</u>	<u>283,037</u>
NET BOOK VALUE					
At 31 March 2023	<u>41,593</u>	<u>29,843</u>	<u>24,759</u>	<u>17,507</u>	<u>113,702</u>
At 31 March 2022	<u>40,174</u>	<u>35,110</u>	<u>22,463</u>	<u>11,001</u>	<u>108,748</u>

Company

	Freehold Property £	Motor Vehicles £	Equipment £	Office Equipment £	Total £
Cost					
At 1 April 2022	141,356	99,962	73,761	40,293	355,102
Additions	9,118	-	9,329	10,882	29,329
Transfers	3,278	-	(3,278)	-	-
At 31 March 2023	<u>153,752</u>	<u>99,962</u>	<u>79,812</u>	<u>51,175</u>	<u>384,431</u>
Depreciation					
At 1 April 2022	101,182	64,582	54,459	29,292	249,515
Charge for the year	10,977	5,267	8,367	4,376	28,987
At 31 March 2023	<u>112,159</u>	<u>69,849</u>	<u>62,826</u>	<u>33,668</u>	<u>278,502</u>
NET BOOK VALUE					
At 31 March 2023	<u>41,593</u>	<u>29,843</u>	<u>16,986</u>	<u>17,507</u>	<u>105,929</u>
At 31 March 2022	<u>40,174</u>	<u>35,110</u>	<u>19,302</u>	<u>11,001</u>	<u>105,587</u>

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

18. INVESTMENTS

Shares in group undertakings

	2023
	£
Cost or valuation at 31 March 2023	<u>1</u>
Impairment at 31 March 2023	<u>-</u>
Carrying amount at 31 March 2023	<u>1</u>
Carrying amount at 31 March 2022	<u>1</u>

Analysis of investments at 31 March 2023 between funds

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£	£	2023	2022
	£	£	£	£
Other investments				
UK Group undertakings	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>

The subsidiary undertaking, Mini Steps London Limited, is a wholly owned trading company, incorporated and registered in England and Wales, whose registered address is 39 High Road, London, N15 6DS, United Kingdom. The aggregate capital and reserves as at 31 March 2023 totalled £8,013. The profit for the year totalled £4,632.

19. DEBTORS

	Group		Company	
	2023	2022	2023	2022
	£	£	£	£
Amounts owed by group undertakings	-	-	1,785	1,766
Trade Debtors	179,606	201,560	179,606	201,560
Prepayments and accrued income	41,448	97,721	41,448	97,721
Other debtors	175,465	151,305	173,562	149,556
	<u>20,000</u>	<u>450,586</u>	<u>22,949</u>	<u>450,603</u>

See note 27 for related party transactions included in other debtors.

20. CREDITORS: Amounts falling due within one year

	Group		Company	
	2023	2022	2023	2022
	£	£	£	£
Trade Creditors	46,487	64,027	46,487	64,027
Accruals and deferred income	50,096	14,520	48,476	12,900
Other creditors	46,901	102,692	45,891	102,693
	<u>91,893</u>	<u>181,239</u>	<u>87,733</u>	<u>179,620</u>

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

21. PENSIONS AND OTHER POST RETIREMENT BENEFITS

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £983 (2022: £522).

22. RESTRICTED INCOME FUNDS

Group and Company

	Balance at	Incoming	Outgoing	Transfers	Balance at
	1 April 2022	resources	resources	31 March 2023	31 March 2023
	£	£	£	£	£
Restricted Fund	<u>76,689</u>	<u>386,029</u>	<u>(402,986)</u>	<u>-</u>	<u>59,732</u>

	Balance at	Incoming	Outgoing	Transfers	Balance at
	1 April 2021	resources	resources	31 March 2022	31 March 2022
	£	£	£	£	£
Restricted Fund	<u>94,837</u>	<u>260,129</u>	<u>(278,277)</u>	<u>-</u>	<u>76,689</u>

	Funds		Incoming	Outgoing	31 March
	brought		£	£	2023
	forward		£	£	£
Capital	66,357		11,429	(30,286)	47,500
Sports Activities	5,331		80,703	(84,104)	1,930
Holiday Play Schemes	-		55,533	(49,531)	6,002
Stay and Play	5,000		146,554	(147,254)	4,300
Sundays	-		91,812	(91,812)	-
	<u>76,688</u>		<u>386,031</u>	<u>(402,987)</u>	<u>59,732</u>

	Funds		Incoming	Outgoing	31 March
	brought		£	£	2022
	forward		£	£	£
Capital	80,717		2,910	(17,269)	66,357
Sports Activities	4,661		67,008	(66,338)	5,331
Holiday Play Schemes	-		44,828	(44,828)	-
Stay and Play	5,000		41,035	(41,035)	5,000
Sundays	4,459		86,848	(91,307)	-
	<u>94,837</u>		<u>242,629</u>	<u>(260,777)</u>	<u>76,688</u>

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

23. UNRESTRICTED INCOME FUNDS

Group	Balance at 1 April 2022 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2023 £
General Funds	<u>311,933</u>	<u>1,046,923</u>	<u>(999,306)</u>	<u>-</u>	<u>359,550</u>
	Balance at 1 April 2021 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2022 £
General Funds	<u>294,197</u>	<u>811,757</u>	<u>(794,021)</u>	<u>-</u>	<u>311,933</u>
Company	Balance at 1 April 2022 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2023 £
General Funds	<u>308,553</u>	<u>921,057</u>	<u>(878,072)</u>	<u>-</u>	<u>351,538</u>
	Balance at 1 April 2021 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2022 £
General Funds	<u>290,185</u>	<u>729,621</u>	<u>(711,253)</u>	<u>-</u>	<u>308,553</u>

24. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Group	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	66,202	47,500	113,702
Current assets	436,832	12,232	449,064
Creditors less than 1 year	<u>(143,484)</u>	<u>-</u>	<u>(143,484)</u>
Net assets	<u>359,550</u>	<u>59,732</u>	<u>419,282</u>
Company	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	58,429	47,500	105,929
Investments	1	-	1
Current assets	433,964	12,230	446,194
Creditors less than 1 year	<u>(140,854)</u>	<u>-</u>	<u>(140,854)</u>
Net assets	<u>351,538</u>	<u>59,732</u>	<u>411,270</u>

STEP BY STEP LONDON
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

24. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

Group	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	42,391	66,357	108,748
Current assets	450,783	10,331	461,114
Creditors less than 1 year	<u>(181,240)</u>	<u>-</u>	<u>(181,240)</u>
Net assets	<u>311,933</u>	<u>76,689</u>	<u>388,622</u>
Company	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	39,230	66,357	105,587
Investments	1	-	1
Current assets	448,942	10,332	459,275
Creditors less than 1 year	<u>(179,620)</u>	<u>-</u>	<u>(179,620)</u>
Net assets	<u>308,553</u>	<u>76,689</u>	<u>385,242</u>

25. ANALYSIS OF CHANGES IN NET DEBT

Group	At 1 April 2022 £	Cash flows £	At 31 March 2023 £
Cash in hand and at bank	<u>10,528</u>	<u>42,017</u>	<u>52,545</u>
	<u>10,528</u>	<u>42,017</u>	<u>52,545</u>

26. OPERATING LEASE COMMITMENTS

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

	2023 £	2022 £
Not later than 1 year	28,800	48,000
Later than 1 year and not later than 5 years	86,400	115,200
	<u>115,200</u>	<u>163,200</u>

27. RELATED PARTY TRANSACTIONS

Amounts owed by group undertakings in note 19 relates to Mini Steps London Limited, a wholly owned subsidiary of Step By Step London.

28. COMPANY LIMITED BY GUARANTEE

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

REFERENCE AND ADMINISTRATIVE DETAILS

The Board of Trustees

Mrs T Kahan
Mr B Hofstatter
Mrs R Erblich
Mr M Friesel
Mrs R Margulies
Rabbi Y Hager NPQH

Independent Examiner

Cohen Arnold Chartered Accountants
& Statutory Auditor
New Burlington House
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Barnet & Hampstead Team
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Solicitors

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