

Merton Centre for Independent Living (Merton CIL)

**MERTON CENTRE FOR INDEPENDENT LIVING
(Merton CIL)**



**FINANCIAL STATEMENTS
YEAR ENDED MARCH 31 2021**

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Merton CIL is a company limited by guarantee.
Registered Company No. 7645926
Registered Charity No. 1152825

Merton Centre for Independent Living (Merton CIL)

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Merton Centre for Independent Living (Merton CIL)

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

Merton Centre for Independent Living (Merton CIL) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association.

Charity number 1152825
Company number 7645926

Directors and Trustees

The directors of the charitable company are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the Articles of Association the Management Board comprises the Chair, the Vice Chair and the Treasurer supported by up to nine trustees. At each Annual General Meeting one-third of the directors must retire from office and may be re-elected at the recommendation of the board. The trustees serving during the year and since the year-end are as follows:

Chair: Roy Benjamin

Vice Chair: Giovanna Vettese

Secretary: Amanda Edwards

Trustees Claire Benjamin, R.A. (Slim) Flegg, Estifanos Habtesellase, Sarah Henley, Raheema Olajide

Senior Management

Stuart Butler, David Jenkins, Michael Turner and Charlet Wilson – The Senior Management Team began temporarily co-managing the organisation from May 2020

Registered Office and Principal Office

Vestry Hall, 336 London Road, Mitcham, CR4 3UD

Independent Examiner

Lesley Cornwell FCCA, Cornwell & Cornwell, 194 Stanley Road,

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Teddington, TW11 8UE

Principal Bankers

HSBC Bank PLC, 5 Wimbledon Hill Rd, Wimbledon, London
SW19 7NF

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REPORT OF THE BOARD OF TRUSTEES for year end 31 March 2021

The Board presents the report and financial statements of Merton Centre for Independent Living (Merton CIL) for the year ended 31 March 2021. The statements appear in the format required by the Statement of Recommended Practice for Accounting and Reporting by Charities (revised March 2005). The report and statements comply with Companies Act 2006.

Structure, Governance and Management

History:

The organisation was originally started as a steering group in 2008, it was incorporated as a company in 2011 and registered as a charity in 2013.

Governing Document:

Merton Centre for Independent Living is a company limited by guarantee, having no share capital, governed by its Memorandum and Articles of Association dated June 2013 and Special Resolution dated October 2016. The liability of the Trustees is limited to £1 in the event of the charity winding up.

Appointment of Trustees:

The Board of Trustees is made up of not less than three and no more than twelve persons. Trustees are elected from the membership at the AGM or co-opted during the year by agreement of the Board and confirmed at the AGM. Trustees must be aged 16 years or older. At least 75% of trustees must be Deaf or Disabled. All trustees give their time voluntarily and receive no financial benefits from the organisation. New trustees are given induction on their roles and responsibilities and are offered additional training where necessary.

Organisation:

The Board of Trustees administers the charity. The Board meets quarterly. The Senior Management Team (SMT) is appointed to manage the day-to-day operations of the Charity. To facilitate effective operations, the SMT has delegated authority, within the terms of the delegation approved by the Trustees, for operational matters including finance, employment, and operations.

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Risk Management:

The Directors have reviewed the risks to which the charity is exposed and maintain a risk register. Risks are ameliorated by the implementation of procedures and policies, with a regular review of these to ensure current good practice.

Objectives and Activities

A summary of the objects as set out in the charity's Governing document.

"To relieve the needs of Disabled persons in Merton and the surrounding areas by providing support and services to enable them to live as full and equal citizens in all aspects of life."

Our Vision: To enable Deaf and Disabled people to take control over their lives and achieve full participation in Merton and wider society.

Our Aims:

- To promote the independence and inclusion of Deaf and Disabled people in Merton.
- Challenge discrimination facing Deaf and Disabled people in Merton.
- Encourage Deaf and Disabled people and supporters to achieve change locally.

Key Activities:

- Independence and Inclusion: Advice and Advocacy Support covering: Benefits and low income, social care, disability hate crime, health and housing.
- Challenging Discrimination: Hate Crime awareness and prevention work and Disability Hate Crime partnership work with DDPOs across London.
- Achieving Change Locally: Voice Activity including a range of regular groups, events, debates and policy work on key issues affecting local Deaf and Disabled people. Supporting Deaf and Disabled people to speak up.

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Summary of Achievements:

Independence and Inclusion: Our AQS accredited Advice and Advocacy service provided support in 108 cases where people had issues relating to benefits and low income and social care. We supported 206 unique individuals through our casework services, providing nearly 618 sessions of in-depth support. We also supported with information, signposting, guidance, and connection in a further 131 cases. These figures are lower than last year due to the pandemic. Our work throughout the year contributed £370,774 to the local economy. 47% of service users saw increased resilience after using our services.

Challenging Discrimination: We continued to work with Inclusion London and Stay Safe East on the pan-London disability hate crime project. We supported 2 London based DDPOs to build and develop their disability hate crime projects by allocating them 336 hours of dedicated support. We produced and published a disability hate crime toolkit which has been shared with 18 individuals and a number of DDPOs. We delivered a hate crime support session at Craftivism and Chat. This was a space for Deaf and Disabled people to come together get more information about hate crime and where to get support in Merton and speak about their experiences. 40% of Deaf and Disabled people reported feeling safer after using our service.

Achieve Change Locally: We now have 402 members - 313 (78%) are Deaf and Disabled people and 89 (22%) are non-Disabled people who support our work and values. This is a 11% increase from last year. Throughout the year we delivered 12 adapted events including Craftivism and Chat Groups, My Voice Matters our AGM. We engaged with 125 people through events activities and outreach, and another 2634 engaged with us across our social media platforms. Merton CIL also spent 662 hours on policy and strategy work on behalf of Deaf and Disabled people. This figure is lower than last year due to a decrease in capacity for policy work. We continued to ensure that we supported members and service users to speak up around topics like housing, welfare reform, social care and hate crime. We supported Deaf and Disabled People to respond to 6 consultations to

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ensure their voices are heard. We conducted extensive social policy work into the treatment of Deaf and Disabled people throughout the pandemic. We also worked closely with Deaf and Disabled members to speak up about access issues around the borough.

In late 2020, we were asked to leave Batsworth Road at short notice. We found office space within Vestry Hall and moved in, in Feb 2021.

Please see our 2020-21 Impact Report for further details of the year's achievements.

FINANCIAL REVIEW

The results for the year and financial position of the Charity are shown in the annexed statements. The charity brought forward unrestricted funds of £88,354 and restricted funds of £41,407 from the previous accounting period. During the current accounting period, the net surplus is £19,588 of which there is £15,510 is unrestricted and £4,078 restricted funds. This leaves final balances to carry forward of £103,864 unrestricted and £45,485 restricted balance.

EVENTS AFTER THE BALANCE SHEET DATE

The Charity continues to rely on grant applications and fundraising to fund its activities. The Trustees are confident that these grants will continue to be available for the valuable work the charity is doing. During the year, the Charity's Trustees have monitored the financial position of the organisation to ensure that the charity's funds, both restricted and unrestricted, are correctly applied and accounted for.

PLANS FOR FUTURE PERIODS

Throughout 2020/21, we adapted and evolved due to the pandemic and the changing landscape. Emergency funding helped us to fund buying equipment needed to effectively work from home and increase our capacity, sustaining the organisation so that we could continue to provide accessible support to local Deaf and Disabled people.

Over the next year we plan to start work rewriting our strategy. The

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pandemic has changed a lot for local Deaf and Disabled people, and we will work to ensure that our work and services meet their current and their evolving needs. The pandemic has pushed us to reconsider how we provide our services. Moving forward we will work towards a hybrid offering which will see us provide appointments and services both face to face and online. The past year has shown us that online appointments and services are more accessible to some Deaf and Disabled people.

Our work around independence and inclusion will broaden to provide support around hate crime, health and housing. During the pandemic we conducted a review of the recommendations we set out in our 2016 disability hate crime report. We found that of a high percentage of our disability hate crime cases were interlinked with housing issues. Over the next year we will work to increase our capacity around housing as there is a high probability there may be a hate crime element to these cases. We will continue to develop our trainee caseworker program that is funded until 2024.

Craftivism & Chat will continue to work with Deaf and Disabled people to speak up about issues affecting our lives in creative ways. We will work to better connect craftivism & chat and strategic and policy work. We believe if our craftivism becomes more strategic, we could get the attention needed to make change happen. The project will also work towards addressing the digital divide and provide support to Deaf and Disabled people with developing digital skills.

Over the next year we also aim to focus on reviewing our digital strategies and engagement with members and supporters. We are keen to increase engagement with Deaf and Disabled people in Merton to inform our work and the wider community with our content online. We have recently developed a communications strategy that we are working to implement.

We will work towards increasing our capacity around volunteering, so that we can support Deaf and Disabled people to build their confidence and get more involved with Merton CIL's work. Increasing volunteer support will also support effective service delivery of advice and advocacy

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and activism & chat.

Merton CIL's board of trustees decided to move to an innovative co-management structure that saw the 4 members of the skilled senior management team share CEO responsibilities. The structure was under close and constant review and in November 2021, the board decided to move to a streamlined Joint-CEO structure to stabilize management of the organisation. This structure arrangement will be formalised by the end of March 2022, following a probationary period.

We will also see our Chair Roy Benjamin, stand down and become a trustee. Our vice chair and secretary will share the chair position, mirroring the structure within the front-line team and feeding into our plans to provide more routes into leadership for Disabled people.

Our work to sustain our core services will continue. We are using our relationships with funders to explore how we build upon some of the work and services we are already funded to provide based on the new needs of Deaf and Disabled people.

RESERVES POLICY

Merton CIL will maintain sufficient reserves to allow it to cover known liabilities and contingencies, absorb setbacks and take advantage of change and opportunity.

Merton Centre for Independent Living will hold unrestricted funds to meet at least 1 month's running costs and aims towards holding 3 months running costs by 2022. This will enable Merton CIL to provide reliable services over the long term, and to provide a safety net against dramatic swings in income or costs, and sufficient time to replace lost income, through fund raising.

TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In

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company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; make judgments and estimates that are reasonable and prudent, and prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the organisation 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 organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BY ORDER OF THE BOARD

----- Giovanna Vettese (Vice-Chair)

----- Amanda Edwards (Secretary)

Date: 24th November 2021

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INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE MERTON CENTRE FOR INDEPENDENT LIVING

I report on the accounts for the year ended 31 March 2021 set out on pages 14 and 15 which have been prepared under the accounting policies set out on page 16.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of independent examiners' report

My examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanation 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 view 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.

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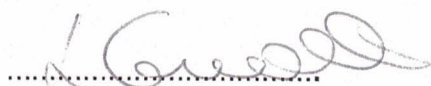
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Independent examiners' statement

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

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records:
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts apart from that set out below:



Date 28 October 2021

Lesley Cornwell FCCA of Cornwell & Cornwell 194 Stanley Road
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**STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED
MARCH 31 2021^{2a}**

	Note	Un- restricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Incoming Resources	2b				
Incoming Resources from Charitable Activities	3a	31,533	332,646	364,179	357,624
Voluntary income	3b	8,536	-	8,536	6,171
Other Income	3c	109	-	109	347
Total Incoming Resources		40,178	332,646	372,824	364,142
Resources Expended	2c				
Charitable Activities	4d	24,668	320,906	345,574	342,117
Governance Costs	4l	-	7,662	7,662	6,788
TOTAL RESOURCES EXPENDED		24,668	328,568	353,236	348,905
Net Incoming / (Outgoing) Resources		15,510	4,078	19,588	15,237
Total Funds Brought Forward	3d	88,354	41,407	129,761	114,524
Total Funds Carried Forward	3e	103,864	45,485	149,349	129,761

There are no recognised gains and losses other than those in the statement of financial activities. Therefore no statement of total recognised gains and losses has been prepared. All the above amounts relate to continuing activities.

The notes on pages 16-19 form part of these accounts.

BALANCE SHEET AT 31 MARCH 2021

	Note	2021 £	2020 £
CURRENT ASSETS:			
Cash at bank and in hand		206,529	147,466
Debtors and prepayments		8,350	50,081
		214,879	197,547
LIABILITIES:			
Creditors: amounts falling due within one year	4k	65,530	67,786
		149,349	129,761
NET CURRENT ASSETS			
		149,349	129,761
TOTAL ASSETS LESS CURRENT LIABILITIES			
		149,349	129,761
RESERVES			
	5		
Unrestricted Funds		103,864	88,354
Restricted Funds		45,485	41,407
		149,349	129,761
TOTAL RESERVES			
		149,349	129,761

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006. The Directors' acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. The financial statements were approved by the Board on 24th November 2021 and signed on its behalf by:

 ----- **(Giovanna Vettese, Vice-Chair)**

 ----- **(Amanda Edwards, Secretary)**

The notes on pages 16-19 form part of these accounts.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. These Notes form part of the financial statements.

2. Accounting Policies

2a Basis of Accounting: The financial statements have been prepared under the historical cost convention, in accordance with the Companies Act 2006, and in compliance with 'Accounting and Reporting by Charities: Statement of Recommended Practice (FRS 102) ("the SORP")'.

2b Income: from grants, donations and contributions represents the amounts receivable in respect of the year.

2c Expenditure is recognised in the year in which it is incurred.

2d Fixed Assets should be capitalised and written off over their useful lives on a straight-line basis if their purchase value is over £1,000.

2e Voluntary Help: No amounts have been included in these financial statements to reflect the value of services provided free of charge to the charity by volunteers.

2f Pension Costs and other post-retirement benefits: The Company contributes to NEST on behalf of eligible employees.

3. Income

3a Incoming Resources from Charitable Activity means grants and fees received on the understanding that they will be used to undertake activities to further the charity's objects.

3b Voluntary Income means donations or grants given with no expectation of a specific service in return.

3c Other income is earned interest and funds received for consultation contributions.

3d Funds brought forward means funding retained from 2019-20 for use during 2020-21.

3e Funds carried forward means funding reserved for 2021-22.

3f The organisation has taken advantage of the exemption in FRS 102 from producing a cash flow statement on the grounds that it is an exempt entity.

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	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Charitable Activities				
Henry Smith Charity	3g	-	30,000	30,000
Merton Giving	3h	-	1,350	1,350
MOPAC	3i	-	8,750	8,750
NLCF	3j		163,736	163,736
NLCF – Emergency	3k		10,000	10,000
Trust for London - Hate Crime Evaluation	3l	-	31,000	31,000
Trust for London-SVRR	3m		60,000	60,000
CAF	3n		4,000	4,000
LCR	3o		21,810	21,810
WDN MBS	3p		2,000	2,000
Inclusion London	3q	31,533		31,533
Total Income from Charitable Activities	3a	31,533	332,646	364,179
Voluntary Income	3b	8,536	-	8,536
Other Income	3c	109	-	109
Total Incoming Resources	2b	40,178	332,646	372,824

3g Henry Smith Charity core funding support.

3h Merton Giving funding to support with the adaptation of services during the pandemic.

3i MOPAC funding to deliver hate crime hate crime service from April – August 2020.

3j. National Lottery Community Fund funding for the Advice and Advocacy service, policy work and general running costs.

3k. National Lottery Emergency Funding awarded during the pandemic to fund admin support and inclusion and engagement work.

3l. Trust for London funding for evaluation work in relation to pan London hate crime project.

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3m. Trust for London Strengthening Voices Realising Rights funding that funded trainee caseworker program.

3n. Charities Aid Foundation emergency funding to support the Advice & Advocacy service.

3o. London Community Response emergency funding support Merton CIL to adapt during the pandemic.

3p. Wimbledon District Nursing and Midwifery Benevolent Society

3q. Inclusion London 3-year pan-London hate crime prevention partnership program.

4. Expenditure

4a No trustee or any other person related to a trustee had any personal interest in any contract or transaction entered into by the Charity during the year.

4b The Trustees have complied with the duty in Section 4 of the Charities Act 2006 to have regard to the public benefit guidance published by the Charities Commission.

4c Salaries and associated costs of £208,047 includes: Salaries and Employers' NIC £182,490, Pensions £10,555, HR Costs £4,650, Other (DBS checks, Travel, Development) £10,352.

The number of employees whose emoluments amounted to over £60,000 during the year was nil.

4d Costs Allocated to Activities 2021

	Note	£
Cost of Charitable Activities		
Independence and Inclusion	4e	182,599
Challenging Discrimination	4f	94,414
Achieving Change Locally	4g	68,560
Total Cost of Charitable Activities		<u>345,574</u>

4e Independence and Inclusion - Advice and advocacy supports Deaf and Disabled people to resolve issues around benefits and low income, community care and disability hate crime. (In 2021/22, the service began supporting with issues relating to health and housing). It includes early prevention policy work.

4f Challenging Discrimination - Disability Hate Crime awareness and prevention in Merton as well as across London as part of our pan-London

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disability hate crime work.

4g Achieve Change Locally - Social policy work, Craftivism and Chat group, events, activities, and consultations with Deaf and Disabled People.

4k Liabilities on balance sheet relates to income received in advance, expenses accrued and accounting fees.

4l Governance costs include accounting and audit costs, Annual General Meeting costs, insurance, trustee expenses.

5. Reserves

These funds have been designated to cover future running costs in the event of lack of funding, in accordance with the reserves policy. According to the business continuity plan £23,600 of reserves is designated to secure immediate business continuity and the Board has approved this to be set aside in a Designated Fund.

RESERVES	£	2021 £	£	2020 £
Designated Funds	23,600		13,600	
General Funds	<u>80,264</u>		<u>74,754</u>	
Unrestricted Funds		103,864		88,354
Restricted Funds		45,485		41,407
TOTAL RESERVES		149,349		129,761