

# TRUSTEE REPORT 2022-2023

Charity Name: B3 – Be Heard Be Motivated Be Free

Registration No: 1154933

Address: 97 Cobbold Road London NW10 9SU

Service Manager: Radha Allen

Trustees:

Alexandra Lort Phillips (Chair) – appointed 9<sup>th</sup> February 2023

Kefi Chadwick – appointed 9<sup>th</sup> February 2023

Sasha Louise Donaldson – appointed 9<sup>th</sup> February 2023

Chloe O'Connell – appointed 9<sup>th</sup> February 2023

Prakash Shah (Treasurer) – resigned 9<sup>th</sup> February 2023

Nick Wilson (Secretary) – resigned 9<sup>th</sup> February 2023

## B3 Structure

B3 is run by the service manager and overseen by a Board of Trustees. The Trustees changed in February 2023 following advice from the Charity Commission regarding eligibility under the terms of the governing document. At the same time, the organisation had a period where day to day decision making was the responsibility of the Trustees; this has now reverted to the service manager.

B3 was created by individuals who were accessing drug treatment services and wanted to help themselves and others facing the same struggles. By design it is supported by peer led members which enables us to address problems facing people with substance misuse issues in Brent.

## Aims and Objectives

These remain as in previous years. B3 offers peer support and advocacy to drug and alcohol service users. We contribute to improvements in Brent services and help service users improve the quality of their lives.

### 1. Aims

- 1.1. Raise awareness of drug and alcohol issues through information and education.
- 1.2. Provide a voice and support for service users.
- 1.3. Improve services in Brent through community research, partnership work, training and service user involvement.

### 2. Activities

- 2.1. B3 holds a Brent-wide service users' group every Friday to discuss issues concerning service users in Brent.
- 2.2. B3 works in partnership with Brent Public Health, and Brent New Beginnings.
- 2.3. B3 members can take part in:
  - Meetings to advocate with service providers;
  - Awareness raising events and presentations;
  - Peer research;
  - Outreach; and
  - Training.

### 3. Benefits for B3 Members

3.1. Find out more about local services — we regularly have guest speakers from the NHS, JobCentrePlus and other organisations.

3.2. Get involved in shaping the services they use.

3.3. Access training courses.

3.4. Strengthens our own recovery journeys and provides a stepping stone to our own personal and professional development.

4. Services for service providers

4.1. B3 has members with training and experience in peer support and community research, specialising in drug and alcohol service provision.

4.2. B3 has worked with a wide range of partner organisations as set out later in this report. In addition we assist with various research and evaluations as needed.

4.3. B3 offers advice and support to service user groups in Brent.

4.4. B3 offers Recovery Champion training in partnership with local services. This was restarted during the year following the long term impact of COVID restrictions.

4.5 B3 provides a weekend service (BSAFE) that gives a safe environment for service users at a time when other facilities are unavailable. With the reduction in volunteer numbers as a consequence of the disruption caused by COVID restrictions this was reintroduced during the year on a Saturdays only basis

## **Review of activities and achievements**

The reintroduction of the Recovery Champions training was a significant step during the year. Whilst the course has been run successfully, referrals to it by other services have been at a lower level than before COVID, and this (together with the suspension of the course during and while recovering from Covid) has reduced the number of volunteers (graduates of the course) available to support other services provided by B3. The reduction in referrals was to some extent offset by higher conversion of referrals to starters and graduates of the training. In the last full year (2019-20) there were 4 courses with 53 referrals leading to 33 starters and 25 graduates. In the half year following reintroduction there were 2 courses with 17 referrals leading to 13 starters and 11 graduates. Returning the number of referrals to pre-COVID levels remains a significant focus.

The team continued to provide more one to one support to service users, either by phone or face to face. Where possible the contact was provided on a regular basis. We also continued to provide buddying services (accompanying service users to places like job centres and health reviews) for referrals from WDP.

We continue to provide access to a wide range training. This included Food Safety, Emergency First Aid at work, Fire Marshall, NCIL Grant Presentation and Volatile Substances Awareness (VSA). Recovery Champions, Nova, Communication skills, Naloxone, Food Safety Training, Fire Marshall, Emergency First Aid at Work, Needle Exchange, Level 2 Food Hygiene Course, Volunteer Handbook Training, NCIL funding bid, Gamcare, Mental Health First Aid, Peer Supervision, Peer Support, Supervision Workshop, MECC, Dealing with Violent and Aggressive Behaviour

An important part of our service is ensuring that service users with whom we are in contact are also able to access other services within the borough. This requires significant information sharing and coordination and we continued to take part in a wide number of forums to ensure that this happens. B3 has moved its weekly service user council meeting, where matters such as opportunities to volunteer are shared with service users, back to face to face. We continued to support Brent Hubs which allows our service users to access different services such as advice on housing and drug and alcohol use), but this was done by telephone rather than at booths in the library. We are part of the weekly partnership meeting with Public Health to identify

relevant information for our service users. Other forums we take part in include London User Involvement Council (LUIC) and Homelessness forum (which focuses particularly on directing service users between the organisations)

Much of our work is done in partnership with many organisations, alongside the core partnerships with Brent Public Health and Brent New Beginnings. These included Sobriety Films, Brahma Kumaris, WDP, CNWL, Brent Council, Terrence Higgins Trust, Outside Edge Theatre Company, ZenW2, Capital Card, Streetlink, Harlesden Neighbourhood Forum, IPS, CVS, SUFRA, Crisis, Ashford Place, Foundation for Change, Built on Belief, Community Safety, Outside Edge Theatre Company, NIA, Brent Start, St Mungo's, Brent Works, VAWG, Rumi's Cave, Unity Centre, Brent Connects, Brent Environmental Network, Harlesden Town Gardens, Advice4Renters, Brent Libraries, Recovery Street Film Festival, AA, NA, Brent Thrive, Granville Community Centre, St Laurence's Larder, Brent Bereavement Service, CAB and Roundwood Lodge.

### **Funding**

We are funded and directly commissioned by Brent Public Health who are part of Brent Council that deals with commissioning treatment and recovery services across Brent. They have worked closely with us to identify and agree how best to reintroduce services service during and following recovery from covid and the restrictions resulting from it.

With the reintroduction of services, B3's income and expenditure returned to balance; going forward maintaining this balance will be a challenge, but the reserves built up during the disrupted years will assist with short term financial challenges.

Subsequent to the year end, B3 had a significant increase to its funding to resource a per advocate post for three years.

Governance remains a concern; although the Board of Trustees has sufficient numbers, it is continuing to prove hard to recruit further trustees, and we are still looking for a replacement to the former Treasurer.



Alexandra Lort Phillips

Chair

Date: 27/11/2023

**B3 ORGANISATION**

**REPORT AND STATEMENT OF ACCOUNTS**

**31 MARCH 2024**



**REDHOUSE AND ASSOCIATES BUSINESS SERVICES LIMITED**

164a Kenton Road  
Kenton, Harrow  
Middlesex, HA3 8BL

**B3 ORGANISATION**

**INCOME & EXPENDITURE STATEMENT**

**FOR THE YEAR ENDED 31 MARCH 2024**

**Income:**

	<b><u>2024</u></b>	<b><u>2023</u></b>
Grants & Donations	186,030	141,240
Other Income	<u>173</u>	<u>122</u>
	186,203	141,362

**Less Expenditure:**

Events & Services	38,350	32,982
Salaries & Wages	131,020	85,276
Pension	10,195	6,836
Computer Support & Ancillaries	3,000	2,749
Insurance	1,181	1,134
Repairs	0	0
Staff Training	1,820	0
Telephone	4,187	3,711
Printing, Postage & Stationery	1,483	243
Rent - Reverse Overprovision	(12,000)	0
Travel Expenses	8,136	5,354
Subscriptions	36	0
Bank Charges	60	72
Legal & Professional Fees	0	595
Accountancy Fees	4,320	4,200
Depreciation Charge	740	0
	<u>192,529</u>	<u>143,152</u>
Total Expenditure	<u>192,529</u>	<u>143,152</u>
Net Surplus/(Deficit)	(6,326)	(1,790)
Unrestricted Funds Brought Forward	<u>105,640</u>	<u>107,430</u>
<b>Unrestricted Funds Carried Forward</b>	<b><u><u>99,314</u></u></b>	<b><u><u>105,640</u></u></b>

B3 ORGANISATION

BALANCE SHEET AS AT 31 MARCH 2024

	<u>2024</u>		<u>2023</u>	
	£	£	£	£
<u>Fixed Assets</u>		1,480		0
<u>Current Assets</u>				
Cash at Bank and in hand	106,116		124,281	
	<u>106,116</u>		<u>124,281</u>	
<u>CREDITORS:</u>				
Amounts falling due within one year	8,282		18,641	
	<u>8,282</u>		<u>18,641</u>	
Net Current Assets		97,834		105,640
<b><u>TOTAL ASSETS LESS CURRENT LIABILITIES</u></b>		<b><u>£99,315</u></b>		<b><u>£105,640</u></b>
 <u>FUNDS:</u>				
Unrestricted Funds		99,315		105,640
<b>Shareholders' Funds - All Equity</b>		<b><u>£99,315</u></b>		<b><u>£105,640</u></b>

The financial statements were approved by the Board of Trustees on  
..... and were signed on it's behalf by:



*Alexandra Lort Phillips*

Signed on 17/12/24 @ 10:13

..... Alexandra Lort Phillips

**Trustee**



*Prakash Shah*

Signed on 17/12/24 @ 10:22

.....Prakash Shah

**Trustee**

B3 ORGANISATION

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

ACCOUNTANT'S REPORT

In accordance with instructions given to us, we have prepared, without carrying out an audit, the attached Income and Expenditure Account from the accounting records of B3 Organisation and from information and explanations supplied to us.



*BH Redhouse*  
Signed on 17/12/24 @ 10:42

REDHOUSE AND ASSOCIATES BUSINESS  
SERVICES LIMITED  
164A Kenton Road  
Kenton, Harrow  
Middlesex  
HA3 8BL

Date :



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name

B3 - BE HEARD BE MOTIVATED BE FREE

#### On accounts for the year ended

31 March 2024

Charity no  
(if any)

1154933

#### Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

#### Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

22 January 2025

Name:

Bernard Redhouse

Relevant professional



qualification(s) or body  
(if any):

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Address:


## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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