

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 March 2019

Charity Registration No. 1025967

Company Registration No. 02818814 (England and Wales)

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 March 2019

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Stephen Eckles Dr Zenobia Nadirshaw (MBE) Shaheen Dar Munira Thobani Dr Oluwaseun Adebambo Renoop Purewal Richard Jan Rutkowski Ricardo Scipio Ramon Chiratheep Anoop Ghai Prabha Patel	- Chair - Vice Chair - Treasurer - Appointed 14/06/19 - Appointed 14/06/19 - Appointed 14/06/19 - Appointed 15/07/19 - Resigned 29/11/18 - Resigned 06/04/19 - Resigned 06/04/19
Chief Executive and Company Secretary	Lakhvir Randhawa	
Charity number:	1025967 (England and Wales)	
Company number	02818814 (England and Wales)	
Principal address and Registered Office	Vine House 1 & 2 Factory Yard Hanwell London W7 3UG	
Auditors	HW Fisher Acre House 11-15 William Road London NW1 3ER	
Bankers	National Westminster Bank Plc 275-277 High Street Hounslow Middlesex TW3 1ZA Bank of Scotland Pentland House 8 Lochside Avenue Edinburgh EH12 9DJ	
Solicitors	Russell-Cooke 2 Putney Hill Putney London SW15 6AB	

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TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 March 2019

The Trustees present their report and accounts for the year ended 31 March 2019 which also contains the Chief Executive's report as required by company law.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the requirements of Companies Act 2006 and "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 (FRS102)".

Structure, governance and management **Board of Trustees (Directors)**

The Board of Trustees comprise of 8 members, who give their time voluntarily and are responsible for the governance, performance monitoring and strategic direction of the organisation. The Board meets 6 times a year to review and monitor the work. The Trustees are members of EACH. Board members come from diverse professional backgrounds and have expertise at a senior level in relevant areas such as financial management and accountancy, business strategy and organisational development, health and social care, clinical governance, housing and communications.

The day to day running of the charity rests with the Chief Executive who is supported by members of the Executive Management Team. Responsibility to review the management accounts and annual accounts and resources of the organisation is delegated to the Finance and Resource Subcommittee which reports to the Board. There are three additional sub-committees covering Quality Governance, Policy & HR and a Service User sub- committee.

Recruitment and Appointment of the Board of Trustees

The Trustees are also Directors of the Charity for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the Trustees are elected to serve for a period of three years after which they must stand down and have the option of being re-elected at the Annual General Meeting. They receive no benefits from the charity.

Due to the nature of work that the organisation is involved in and the communities that it serves, the Board seeks to ensure that the experiences and needs of its service users are appropriately reflected through the diversity, experience and skills of its board members.

The organisation operates an open recruitment process advertising in the Guardian newspaper. Prospective candidates are asked to provide their CV and a letter expressing interest. An information pack outlining the organisation's Strategic Plan, roles and responsibilities of board members and a copy of the annual report is provided to ensure full understanding of the organisation's work. An interview panel comprising of three board members including the Chairperson selects prospective candidates. They are invited to attend a full board meeting as an observer before they make a commitment.

Changes to the Board of Trustees

Since the previous report, Anoop Ghai, Prabha Patel, and Ramon Chirathreep stepped down as members of the Board during the year and on behalf of the Board I would like to thank them for their contributions towards the success of the Charity.

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Induction and Training of Trustees

Board members are inducted and familiarised with the aims and objectives of the Charity through a comprehensive induction which covers the following areas:

- Role and responsibilities of Trustees.
- Operational framework for the Charity including the Memorandum and Articles.
- Risk Management.
- The current financial position of the Charity as set out in the latest published accounts.
- Future plans and objectives as set out in the 3 year Strategic Plan.

In addition, members participate in open days, project launches and training events covering a number of topics related to EACH's work and its operational functions. Along with the Senior Management Team, Board members meet once a year for a separate strategic planning and review day.

Evaluation and performance monitoring

Trustees are responsible for ensuring that EACH meets its overall strategic aims and objectives as set out in the three year Strategic Plan; reviewing annual performance and effectiveness; assessing, reviewing and monitoring risk, ensuring quality standards and meeting requirements of Companies House, Charities Commission regulations and other legal obligations.

There are four sub-committees – Finance and Resource, Quality Governance, Policy & HR and a Service User sub-committee. The Finance and Resource sub-committee sets and reviews the annual budget, reviews monthly management accounts, oversees risk management issues, allocates and oversees resources and meets all financial requirements as per the financial policy and procedures. The Quality Governance sub-committee reviews quality standards to ensure compliance with best practice, clinical governance, health and safety, and oversees regular audits. The Policy and HR sub-committee is responsible for reviewing policies and procedures, work force development, and staffing. This year, we reviewed the Service User sub-committee and are planning a different approach to take forward service user involvement and development at EACH as well as review services and policies. All committees make recommendations to the board and implement work plans as delegated by the Board.

Senior Management Team

The Senior Management Team (SMT) comprise the Chief Executive, Deputy Chief Executive and Finance & Resources Director. The SMT are responsible for delivering the three-year Strategic Plan and priorities which underpin and inform the key operational activities of EACH. The Operational Management Team consists of the Operations Manager, Clinical lead and Project Manager/Co-ordinators, meeting bi-monthly to ensure the effective delivery and provision of all services as per the requirements of funders and commissioners. The Strategic Plan is reviewed annually by the Trustees and the Senior Management Team.

The charity operates from the head office in Ealing and three other branches in Harrow, Brent, and Hounslow and additionally through satellite provision.

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Staff

EACH has a diverse workforce employing 20 full time equivalent staff members, with a range of experience, knowledge and skills. The organisation is committed to ensuring that staff have the opportunity to develop their skills and competencies through training, peer support and access to other learning opportunities such as through attending conferences, workshops and participating in forums in their areas of work.

The charity is grateful to its staff for their hard work and commitment towards the excellent service that was provided over the year.

Volunteers

The organisation supported 52 volunteers. Volunteers contributed 4,504 hours to the charity over the last year through counselling hours, key working, admin and peer support. Volunteers' contribution is equivalent of £46,030 to the charity.

The charity would also like to extend special thanks to all volunteers who have contributed significantly throughout the year.

Key Management Personnel

1. Lakhvir Randhawa – Chief Executive
2. Clarissa Stoneman – Deputy Chief Executive
3. Femi Adebajo - Finance & Resources Director

Objectives and activities

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

- Relieve mental or physical stress, or illness from alcohol related or other problems of individuals and their families, in particular those from ethnic minorities, through the provision of education, advice and counselling

Our aim which is carried out for the public benefit is:

To be the leader in the development and provision of inclusive services that empower and meet the needs of individuals and families from diverse communities affected by drugs and alcohol misuse, mental health and domestic violence concerns.

Public Benefit

The trustees confirm they have referred to the Charity Commission guidance on public benefits.

Our activities deliver public benefits by:

- Providing quality and effective treatment to enhance positive outcomes for service users
- Developing services targeting socially excluded groups, particularly BAMER (Black, Asian, Minority Ethnic and Refugee) communities, young people and women
- Promoting and highlighting best practice

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- Empowering service users to realise their potential and maximise the opportunities available to them to do so
- Developing a skilled and competent workforce

Ensuring a robust organisation able to grow and change to meet the challenges of the future.

Criteria for measuring success

The following are the criteria used by the charity to measure success of projects or any activity engaged in during the year:

1. The Key performance indicators (KPIs)-
 - KPIs established at the commencement of the project between the funder and EACH (quantity, and quality, scope, time frame and safety standards etc).
 - Data monitoring system deployed to gather quantitative and qualitative data that can be used for continuous improvements and future funding applications.
2. Acceptability and satisfaction –
 - Clients' satisfaction measured through service users' consultations and feedback. The feedback gathered can be used to help shape future policy shifts or influence securing future funding for the same or related projects.
 - Staff satisfaction and good team working measured from responses from staff during appraisals and management supervisions.
 - Implication of the project on EACH's reputation.
3. Sustainability – Assessed based on ability to deliver within set budgets.
4. Organisational objectives –
 - Alignment of the project with the charity's business plan and values.
 - How the project can reaffirm EACH's unique selling point (USP).

Risk Identification

Risk Management is conducted at a strategic and operational level. The Board reviews EACH's Risk Management document annually to identify, prevent or reduce the impact and likelihood of unforeseen risks as reported by the Finance and Resource sub-committee. Where risks have been identified, contingency plans are in place to mitigate them. The Risk Management incorporates the key areas that have to be addressed which includes organisational risks (dealing with vulnerable clients), financial risks (contracts, economic climate, organisational sustainability, commissioning and funding changes), employer's risks (health and safety for staff, service users and the public), meeting legal and other statutory requirements; reputational risks (complaints, organisational effectiveness, service delivery).

The organisation adheres to the NICE Clinical guidelines which provide a robust framework to meet clinical standards as the basis of our work. The continuing review of policies and operating procedures, implementation of the Drugs and Alcohol National Occupational Standards (DANOS), adoption of the QuADS (Quality Assurance for Drugs and Alcohol) and the QAF (Quality Assurance Framework), BACP requirements ensure a consistent quality of delivery for all operational aspects of the charity.

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OVERVIEW

The organisation adheres to the NICE Clinical guidelines which provide a robust framework to meet clinical standards as the basis of our work. The continuing review of policies and operating procedures, working within the frameworks of the Drugs and Alcohol National Occupational Standards (DANOS), the QuADS (Quality Assurance for Drugs and Alcohol) and the QAF (Quality Assurance Framework), BACP requirements ensure a consistent quality of delivery for all operational aspects of the charity.

EACH recognises that a range of services and approaches are essential to engage individuals and families who are affected by problems arising from substance misuse, domestic violence and mental health issues, particularly those individuals and groups who are vulnerable, marginalised and hard to reach.

EACH's services are offered within a holistic approach that is culturally sensitive and person centred to reflect the individual, multiple and diverse needs of our service users.

The main services that are undertaken to further our charitable purpose for the public benefit, accessible to individuals of all ages and all communities are the following:

Substance misuse services in the community

Structured therapeutic interventions, both brief and long term which follow a client-centred and goal oriented approach to enable individuals to address their substance misuse and mental health issues, are provided. Counselling is delivered in a number of community languages, including Hindi, Urdu, Gujarati, Punjabi, and Tamil and helps service users work towards their goals.

Abstinence based programmes are undertaken for those individuals wishing to maintain and achieve abstinence. Structured psycho-educational groups on relapse prevention, managing emotions, and better health are provided to assist those contemplating change and to help individuals in their recovery.

Volunteering opportunities to enable service users build their confidence and skills through voluntary work placements in the organisation and through a Peer Volunteer support programme. This helps service users make positive life style changes and sustain their commitment to change and reintegrate back into the community.

Generic and specialist family support, mental health, and substance misuse floating support services provide support to people at risk of losing their homes and to help maintain their tenancies. This work is undertaken through a combination of home-visits by staff who support service users with life skills such as budgeting, cooking, understanding benefits, helping them access treatment and employment, education and training including other community-based provision, and through accommodation based support such as hostels and women's refuges.

Mental health services

Support to people in recovery is provided through targeted counselling and support service to the BME community in Hillingdon and Harrow, through a user-led resource centre in Hounslow, and an out of hospital floating support service in Ealing. The latter is a reduced service; however, it continues to provide a valuable safe space for people with common mental health problems who are in recovery.

Services for women

EACH's women-only services have continued to be provided within a holistic approach to address their multiple and interconnected issues relating to mental health, substance misuse and domestic violence and abuse. Services include a specialist domestic violence counselling and support service for victims and survivors, and for women with multiple/complex needs and women-only support groups. Support is provided to women in 3 refuges, including one for Asian women, helping them to deal with the impact of domestic abuse and develop move on strategies

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Services for young people and families

For young people from the age of 11 years a range of interventions are provided. These include motivational support, cognitive behaviour therapy, counselling, advice and information on harm reduction and the associated risks of substance misuse as well as group based activities and workshops on anger management, offending behaviour, knife and gun crime.

Support is provided to parents to develop more positive relationships with their children as well as their own resilience. Activities are delivered as part of Brent Council's children and families provision, as well as within the wider community and in collaboration with other young people's services and professionals.

A specialist floating support service provides support to families and women who may be experiencing challenges to sustain their tenancies or who are moving on from women only accommodation.

Achievements and Performance in 2018 - 2019

Service Users Engaged in EACH's Counselling and Support Services

During the year EACH supported a total of 1,499 services users, an increase of 32% from the previous year. 34% of clients in our services were male, with women comprising 66% - 983 women were seen in both our specialist services and generic provision. 66% were from BME (Black and Minority Ethnic) communities, reflecting the organisation's reach.

Of the total number of 507 men, just over half at 55% presented to our Floating support services in Brent, Ealing and Harrow to support their housing tenancy needs, 139 men (27%) presented with mental health as the primary issue, and 17% with substance misuse, accessing our specialist service Create Wellness in Ealing and young offenders support service in Brent. 47 men accessed our 2 ETE projects delivered in this year – Project Stride and IPS Works, to help them develop work related skills and the confidence to take up work opportunities.

Of the 983 women who accessed our services, the majority (51%) did so due to domestic violence and abuse and related issues, including as part of our specialist provision for women fleeing violence and to address inter-related, complex needs of substance misuse, mental health and domestic violence. 21% accessed our support to address housing related needs through our generic and mental health floating support, and 9% to gain ETE skills. 114 women were supported within mental health projects, including specialist counselling services for BME women.

6976 counselling sessions and 18,636 key working support sessions were delivered to service users. 1,286 group sessions, including workshops, were delivered, and 409 community outreach sessions to inform, educate and engage service users provided.

The majority of clients, 50%, seen were aged 30 to 49, with young people mainly supported as part of our young people's service in Brent.

Drugs & Alcohol services

Abstinence based Create Wellness Structured Day Programme and counselling

The abstinence based programme and counselling delivered as part of our Create Wellness Social Enterprise was delivered in Ealing through a mixture of spot purchasing by Ealing Council and self-funding by individuals. In addition, towards the latter part of the year, we initiated Life Therapies as an out of hours' service for

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people with an addiction. This was accessed by 60 people for people seeking to address their alcohol and drug issues, and mental health concerns.

Young people – Brent

EACH's work with Brent Youth Offending Service was extended this year to include support to parents of young people with a substance problem to provide education and counselling. 91 referrals were received, with 53 clients supported through one to one individual support, including key-working and structured counselling, and group work. The majority were from BME communities (64%) and males represented 94% of all seen.

Floating support services – Substance Misuse, Mental Health, Women and Families, Offender Management and Generic

The Floating Support Services in Brent, Harrow and Ealing supported a total of 538 clients across mental health, generic, women and families, and substance misuse/offender management. 95% of clients within the generic service maintained their tenancy, with 61% of the out of hospitals service doing so.

Services for Women

Ascent Project - pan London VAWG services

EACH has continued to deliver its specialist VAWG services under Ascent, a project of the London VAWG (Violence against Women and Girls) consortium established in April 2013. The latter is made up of over 25 organisations funded by London Councils to deliver a range of services for survivors of domestic and sexual violence. EACH delivered counselling and group work under the Advice and Counselling strand of Ascent in 8 boroughs – Brent, Hounslow, Harrow, Hillingdon, Kingston, Richmond, Merton and Wandsworth. Over the year, across the 8 boroughs, 196 women and young girls affected by sexual violence and abuse were provided with specialist counselling and support and 134 women-only support group sessions were delivered. Out of 196 women and young girls, 165 (84%) reported an increased level of understanding to make safe choices and 83% an increased knowledge of safe choices.

Pukaar: Specialist counselling service for women affected by violence and abuse – Hillingdon

EACH continues to receive funding from the London Borough of Hillingdon to provide a specialist BME counselling and support service for women affected by domestic violence and abuse. The project supported 93 women with advice, information, one-to-one counselling and group work, delivering the service through satellites, including GPs and Health Watch.

Mental Health services

Tamil mental health project – Hillingdon

EACH provided a specialist mental health counselling service to the Tamil Community in Hillingdon, working primarily through satellites at a Community Mental Health Team and a GP surgery. Support was provided in mother tongue to help 19 people recover from the emotional and physical impact of the conflict in Sri Lanka (PTSD), domestic violence and alcohol.

Mental Health – Project 10 @ Star Centre, Hounslow

The mental health service (Project no 10 @ the Star Centre) has continue to operate with a reduced level of funding by L.B Hounslow; it supported 75 service users through drop in sessions, 64% being male. The service provides a 'safe space' for service users who are in contact with statutory services to help re-ablement through social activities, e.g. gardening, as well as enable people to come together and access support and have a hot meal, including over Christmas and New Year.

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Connect and Change – BME Mental Health Counselling and Engagement

Funded by City Bridges, Connect & Change undertook a programme of outreach to engage members of the BME community with mental health issues through workshops and information sessions, and therapeutic interventions comprising one to one counselling and group work. The project supported 103 people in the therapeutic work and delivered 62 groups and 37 peer led sessions.

Employment, Training and Education – North-West London

Project Stride, an Employment, Training and Education service funded by the Big Lottery continued to provide support until August 2018 to people in recovery (mental health, domestic violence, and substance misuse) to gain the confidence, motivation and skills to access work related activities through one to one coaching and workshops. 160 people benefitted from the project; 58% of those supported were female, and 57% overall from the BME communities.

IPS Works continued to do well. A partnership with Twining Enterprises, it operates across NW London, primarily on an outreach basis, to access and engage members of the BME community with a mental health issue and who are seeking or thinking about taking up employment. It provided information to 322 people, out of whom 171 were assessed for eligibility. There were 112 clients supported to develop motivation and move into more structured employment related activities, such as job clubs. 47% of clients seen were from Asian backgrounds, and 43% from African or Caribbean. 72% of clients were female.

2018-19 AT A GLANCE

This year continued to be a challenging one for the organisation with the need to develop sources of income to mitigate against previous years' loss of funding, including by investing in our social enterprise initiatives. EACH focussed on building upon its expertise of working with marginalised groups on mental health, substance misuse, and domestic violence, which coupled with its long standing presence in NW London, provided a platform to seek and obtain funding for new initiatives.

New Developments

Brent Young People's Services

EACH has a well-established record of supporting young people with a substance misuse problem in Brent. During this year it built upon its work within the Youth Offending Service to offer psycho-education and counselling to both young people and parents as part of the Early Help provision.

Real Talk aims to provide support to young people with a substance misuse issue and at risk of being involved in knife crime- funded by the Mayor's Office, it commenced in January 2019.

Floating Support Services – Generic, and Specialist

EACH was successful in bidding to Harrow Council to deliver both a generic and specialist (substance misuse and offending) floating support service in the borough, with the specialist provision entailing working within accommodation for ex-offenders with a substance misuse problem. The service commenced May 2018 and supported 101 people till end March 2019.

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Partnerships

- EACH has continued its successful partnership with Ascent Project (pan London Violence against Women and Girls (VAWG) service) to provide counselling in 8 London boroughs, as well as with Thames Reach, DePaul, and Twining Enterprise were successfully established.

Quality Governance

- Internal audits have informed the work of the Quality Sub-committee to ensure that service improvements are undertaken and to provide oversight of clinical governance
- A number of key clinical and organisational policies were reviewed and adapted.
- Staff benefited from a range of internal and external trainings
- Service users have been represented on the Board and played a key role in promoting the organisation and have participated in employee recruitment process.
- EACH retained its ISO 9001 quality management certification during the year and will endeavour to sustain the quality mark.
- EACH retained its Investors in People accreditation status during the year.

FINANCIAL REVIEW

The year-end financial statement shows a decrease in the net assets of the Charity by £122,170 from £369,356 in 2017/18 to £247,186 in 2017/18 representing a decrease of 33%. In the 2018/19 financial year, the revenue of the charity income increased by 34.5% from £874,764 in 2017/18 to £1,176,445 in 2017/18 mainly due to the new projects that started during the financial year which is in line the organisation's income projection.

Reserves policy

The trustees of EACH have examined the Charity's requirements for reserves in light of the main risks to the organisation and have accordingly established a policy whereby unrestricted funds of a minimum £180,000 are set aside as reserves to meet its recurrent expenditure and liabilities. This will be realised from the general reserves which is reviewed on a yearly basis. An amount of £89,123 is earmarked as designated funds for the purposes of staffing (£25,000), office improvement and office relocation (£9,274), quality standards (£13,412) and new projects and strategic development (£41,437).

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Plans for the future

In 2019- 2020 EACH will:

- Build non-statutory income streams to provide key services that support service user's recovery and health and well-being.
- Recruit additional, new members to the Board of Trustees and provide relevant induction and training
- Enhance our social enterprise model by offering an out of hours service for individuals able to self-fund their support
- Prioritise funding and developments to sustain our current community engagement and counselling and support services to BME communities, women and girls and young people affected by substance misuse, mental health and domestic violence.
- Develop our offer to young people and families
- Continue to build and sustain strategic alliances and partnerships
- Undertake review and audit of staff skills to inform the development of a competency framework
- Develop strategic frameworks to shape the direction of the organisation, e.g. Business Strategy, and Social Media
- Focus on further service user and volunteer involvement within the organisation

Disclosure of information to auditors

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

On behalf of the Board of Trustees



Stephen Eckles
Chair

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INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 March 2019

The Charity's trustees (who are also the directors of EACH Counselling and Support for the purposes of company law) are responsible for preparing a trustees' annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (Statement of Recommended Practice);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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

Opinion

We have audited the accounts of Each Counselling and Support (the 'charity') for the year ended 31 March 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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.

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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 accounts is not appropriate; or
- the Trustees have not disclosed in the accounts 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 accounts are authorised for issue.

Other information

The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the accounts 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 accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report, which includes the Chief Executive's Report prepared for the purposes of company law, for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Chief Executive's Report included within 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 Chief Executive's Report included within 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 accounts 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 accounts in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

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Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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 company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

Our objectives are to obtain reasonable assurance about whether the accounts 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 accounts.

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

Use of Our Report

This report is made solely to the charitable 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 charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Sailesh Mehta (Senior Statutory Auditor)



for and on behalf of HW Fisher
Chartered Accountants
Statutory Auditor
Acre House
11-15 William Road
London
NW1 3ER



EACH Counselling and Support **(A COMPANY LIMITED BY GUARANTEE)**

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE
ACCOUNT FOR THE YEAR ENDED 31 March 2019

	Note	Unrestricted funds	Designated funds	Restricted funds	Total funds 2019	Total funds 2018
		£	£	£	£	£
Income						
Voluntary Income	3	3,731	-	384,945	388,676	419,050
Charitable activities	4	14,453	-	771,893	786,346	450,983
Investment Income		1,423	-	-	1,423	4,731
Total income		19,607	-	1,156,838	1,176,445	874,764
Expenditure on:						
<i>Charitable activities:</i>						
General advocacy and support	5	141,777	-	1,156,838	1,298,615	1,028,825
Total expenditure		141,777	-	1,156,838	1,298,615	1,028,825
Net expenditure before transfers		(122,170)	-	-	(122,170)	(154,061)
Gross transfers between funds	17	43,735	(43,735)	-	-	-
Net (expenditure) for the year		(78,435)	(43,735)	-	(122,170)	(154,061)
Reconciliation of funds:						
Total funds brought forward		236,498	132,858	-	369,356	523,417
Total funds carried forward		158,063	89,123	-	247,186	369,356

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

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)
 BALANCE SHEET AS AT 31 March 2019

Company registration number: 2818814

	Note	2019		2018	
		£	£	£	£
Fixed assets:					
Tangible assets	13		2,938		1,504
Current assets:					
Debtors	14	82,989		127,483	
Cash at bank and in hand		219,546		398,339	
Total Current assets		<u>302,535</u>		<u>525,822</u>	
Liabilities:					
Creditors: Amounts falling due within one year	15	(58,287)		(157,970)	
<i>Net current assets</i>			<u>244,248</u>		<u>367,852</u>
<i>Total assets less current liabilities</i>			<u>247,186</u>		<u>369,356</u>
Total net assets			<u>247,186</u>		<u>369,356</u>
The funds of the Charity:					
Designated funds	17		89,123		132,858
Other charitable funds			158,063		236,498
<i>Total unrestricted funds</i>			<u>247,186</u>		<u>369,356</u>
Total funds	18		<u>247,186</u>		<u>369,356</u>

The notes at pages 17 to 31 form part of these accounts.

These accounts were approved by the Trustee on 7th November 2019 and signed on its behalf by:



Stephen Eckles
Chair



Shaheen Dar
Treasurer

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 March 2019

	Note	Total Funds 2019 £	Total Funds 2018 £
Cash flows from operating activities:			
Net cash used in operating activities	19	(175,514)	(259,863)
Cash flows from investing activities:			
Purchase of tangible fixed assets		(3,279)	(2,256)
Net cash used in investing activities		(178,793)	(262,119)
Change in cash and cash equivalents in the reporting period		(178,793)	(262,119)
Cash and cash equivalents at the beginning of the reporting period		398,339	660,458
Cash and cash equivalents at the end of the reporting period		219,546	398,339

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

I. Accounting Policies

- a) EACH Counselling and Support is a private company limited by guarantee incorporated in England and Wales. The registered office is Vine House, 1 & 2 Factory Yard, Hanwell, London, W7 3UG.

The principal accounting policies adopted preparation of the accounts are as follows:

b) Basis of preparation

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

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

The accounts are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

c) Preparation of the accounts on a going concern basis

We have set out in the Trustee's report a review of financial performance and the charity's reserves position (page 9) and we have a reasonable expectation that we have the resources to continue in operational existence for the foreseeable future. We believe there are no material uncertainties that call into doubt the charity's ability to continue as a going concern. The accounts have therefore been prepared on the basis that the charity is a going concern.

d) Income

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Unrestricted income is deferred when this is received and relates to a period following the year end. Restricted income is deferred only when this relates wholly to a future period, as specified by the funder.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

Accounting Policies (Continued)

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity.

Designated funds may include donations where the donor has not specified a use, but the trustees have allocated these funds to specific projects being undertaken by the Charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of attracting voluntary income and the costs of fundraising.
- Expenditure on charitable activities includes the costs of the delivery of its activities and services for its beneficiaries.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Rental costs under operating leases are charged against income on a straight line basis over the term of the lease.

g) Allocation of support costs

All support costs are allocated activities based on the time spent on those by staff.

h) Tangible fixed assets

All assets costing more than £350 are capitalised.

Tangible fixed assets are stated at cost less depreciation. A full year depreciation is charged in the year of acquisition of fixed assets. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 3 years.

All fixed assets acquired specifically for projects under restricted funds, are written off in the year of purchase.

The policy with respect to impairment reviews of fixed assets is that these assets are inspected regularly for any impairment and any defect remedied so as to maintain the current value. In some cases a provision for impairment would be required.

i) Pensions

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

1 Accounting Policies (Continued)

j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered and provision for bad and doubtful debts.

Prepayments are valued at the amount prepaid net of any trade discounts due.

k) 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.

l) 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.

m) Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues of FRS 102 to all its financial instruments.

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

2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The Trustees do not consider there to be any estimates or judgements that are critical to the accounts

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

3 Voluntary Income

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	2019	2019	2019	2019	2018
	£	£	£	£	£
Grants	-	-	384,945	384,945	414,089
Gifts in Kind	3,731	-	-	3,731	4,961
	3,731	-	384,945	388,676	419,050

Grants (unrestricted):

	2019	2018
	£	£
Grant: Big Potential	-	19,290
Citizens Advice Bureau	-	2,100
Angelou Foundation	-	-
	-	21,390

Grants (restricted):

	2019	2018
	£	£
Others		
London Councils (Ascent)	90,489	90,489
Big Lottery	65,199	152,647
City Bridges Trust	50,600	50,600
Henry Smith Foundation	38,574	49,400
Big Lottery/ESF BBO IPS	110,083	17,838
London Borough of Harrow		
Harrow Outcomes Based Grant	-	1,725
London Borough of Hillingdon		
Hillingdon DV	30,000	30,000
	384,945	392,699
	384,945	414,089

Gifts in kind include nil (2018: nil) for legal assistance and £3,731 (2017: £4,961) for general advocacy.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

4 Income from charitable activities

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	2019	2019	2019	2019	2018
	£	£	£	£	£
Advice, Information & Counselling	-	-	771,893	771,893	424,011
Other Income	14,453	-	-	14,453	26,972
	14,453	-	771,893	786,346	450,983

Contracts (Restricted income):

	2019	2018
	£	£
Brent Youth Offending Service (MOPAC)	75,672	75,672
LB Brent –Generic Floating Support	160,528	75,323
LB Brent –DV & Families Floating Support	92,872	54,175
LB Ealing Supporting people	206,908	170,612
LB Harrow Housing Services	175,358	-
LB Hounslow Mental Health User-led	39,900	39,900
Greater London Authority	12,326	-
NHS Hillingdon	8,329	8,329
	771,893	424,011
Total Income from charitable activities	771,893	424,011

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

5 Analysis of expenditure relating to general advocacy and support

	Note	2019	2018
		£	£
Staff costs		1,030,127	790,261
Recruitment		3,356	5,301
Travel		3,944	3,105
Volunteer expenses		1,957	1,384
Training & development		29,413	19,952
Share of Support	6	222,025	201,365
Share of governance cost	6	7,818	7,457
		<hr/>	<hr/>
		1,298,640	1,028,825

Expenditure was £1,298,640 (2018: £1,028,825) of which £141,777 was unrestricted (2018: £212,115), £1,156,838 was restricted (2018: £816,710) and £43,735 was designated (2018: 75,000).

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

6 Analysis of support costs and governance costs

The Charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are all allocated against the charitable activities based on the time spent on those activities.

Support costs	Support Cost 2019 £	Governance 2019 £	Total 2019 £	Total 2018 £	Basis of allocation
Premises	121,865	-	121,865	102,888	% of income
Communications	38,467	-	38,467	25,692	Direct % of income
General office & finance staff	48,375	-	48,375	47,980	Staff time
Legal & Professional	9,977	-	9,977	20,630	Usage
Depreciation	1,845	-	1,845	2,896	Usage
Bank Charges	1,496	-	1,496	1,279	Transaction
Audit fees	-	7,200	7,200	7,200	Governance
Board meetings	-	333	333	94	Governance
Annual report/AGM	-	285	285	163	Governance
	222,025	7,818	229,843	208,822	

7 Net (expenditure) for the year

This is stated after charging:

	2019 £	2018 £
Depreciation	1,845	2,896
Auditor's remuneration	7,200	7,200
Operating lease rentals	2,817	2,817
	11,862	12,913

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2019	2018
	£	£
Wages and salaries	868,945	656,456
Social security costs	72,461	54,795
Sessional Fees	58,483	53,726
Pension	30,237	25,284
	<u>1,030,126</u>	<u>790,261</u>

The key management personnel of the Charity comprise the Chief Executive, Deputy Chief Executive and Finance & Resources Director. No employee earned in excess of £60,000 (2018: nil). Remuneration of key management personnel was £173,343 (2018: £177,713).

9 Staff Numbers

The average monthly head count was 43 staff (2018: 47) and the average monthly number of full time equivalent employees (including casual and part time staff) during the year was as follows:

	2019	2018
	Number	Number
Charitable activities	30	26
Support	6	6
Total	<u>36</u>	<u>32</u>

10 Pension and other post-retirement benefit commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund.

	2019	2018
	£	£
Contributions payable by the company for the year	30,413	25,284

The expense has been allocated to unrestricted expenditure on the same basis as wages and salaries.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

11 Related party transactions

None of the trustees (or any persons connected with them) received any remuneration during the year. (2018: nil). No Trustees were reimbursed expenses in the year, (2018: nil). There were no other related party transactions in the year.

12 Corporation tax

As a charity, EACH Counselling and Support is exempt from UK tax on income and gains to the extent that these are applied to its charitable objects. No UK tax charges have arisen in the Charity, during the year or the previous year.

13 Tangible fixed assets

	Office Equipment £
Cost:	
As at 1 April 2018	42,036
Additions	3,279
Disposals	(20,884)
As at 31 March 2019	24,431
Depreciation:	
As at 1 April 2018	40,532
Disposals	(20,884)
Charge for year	1,845
As at 31 March 2019	21,493
Net book value	2,938
As 31 March 2019	2,938
As at 31 March 2018	1,504

All assets are used for charitable purposes.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

14 Debtors

	2019	2018
	£	£
Trade debtors	58,372	99,052
Other debtors	-	-
Prepayments and accrued income	24,617	28,431
	82,989	127,483

15 Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	9,562	15,874
Other creditors	-	-
Taxation and Social Security	17,031	17,457
Accruals and deferred income	31,694	124,639
	58,287	157,970

	2019	2018
	£	£
Deferred income brought forward	102,867	115,598
Released in the year	(102,867)	(115,598)
Deferred in the year		
- Big Lottery	-	65,199
- LB Brent YOS	12,832	37,668
- Greater London Authority	11,662	-
	24,494	102,867

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

16 Analysis of charitable funds

Analysis of movements in restricted funds

	Balance as at 1 April 2018	Incoming resources	Resources expended	Transfers	Funds as at 31 March 2019
	£	£	£	£	£
Big Lottery (a)	-	65,199	65,199	-	-
LB Brent YOS (MOPAC) (b)	-	75,672	75,672	-	-
City Bridges Trust (c)	-	50,600	50,600	-	-
London Councils (Ascent) (d)	-	90,489	90,489	-	-
LB Hounslow MH User-led (e)	-	39,900	39,900	-	-
LB Harrow Housing Related Serv. (f)	-	175,358	175,358	-	-
LB Hillingdon DV (g)	-	30,000	30,000	-	-
NHS Hillingdon Tamil (h)	-	8,329	8,329	-	-
LB Ealing Generic FSS (i)	-	206,908	206,908	-	-
Henry Smith Foundation (j)	-	38,574	38,574	-	-
LB Brent Floating Support (k)	-	160,528	160,528	-	-
LB Brent –DV & Families FSS (l)	-	92,872	92,872	-	-
Big Lottery/ESF –BBO IPS (m)	-	110,083	110,083	-	-
Greater London Authority (n)	-	12,326	12,326	-	-
	-	1,156,838	1,156,838	-	-

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

16. Analysis of movements in restricted funds (Continued)

All the above restricted funds were utilised for the purposes for which they were intended as follows:

- a) To provide Education, Training and Employment support for residents of the London Boroughs of Brent, Ealing and Harrow funded by Big Lottery.
- b) To provide counselling and support to young offenders within the criminal justice system.
- c) To provide Mental Health counselling and group support for BME communities in Brent.
- d) To deliver the Ascent Project as one of the partners of VAWG Consortium providing counselling and support groups for women and girls, experiencing domestic and sexual violence and abuse in eight outer London Boroughs of Hounslow, Harrow, Hillingdon, Brent, Merton, Wandsworth, Kingston and Richmond Upon Thames funded by the London Councils.
- e) To provide User-led Mental Health Services for mental health service users in the London Borough of Hounslow.
- f) To provide Housing Related Support and Preventative Support Services generic(lot 2) and Supported Housing for offenders, ex-offenders and individuals with drug and alcohol misuse and dependency issues (lot 3) in LB Harrow
- g) To provide counselling and support services for BME women experiencing domestic violence and abuse in the London Borough of Hillingdon.
- h) To provide counselling and support to the Tamil community affected by mental health issues in Hillingdon.
- i) Provision of generic, mental health and substance misuse/offender floating support services in the London Borough of Ealing.
- j) To provide group support and counselling for women with complex needs who reside in the London borough of Ealing.
- k) Provision of generic floating support services in the London Borough of Brent in partnership with Thames Reach Charity.
- l) Provision of women (Domestic Violence) and families floating support services in the London Borough of Brent in partnership with DePaul UK.
- m) Providing support to people in 9 North West London boroughs with common mental health issues within the BME communities to build their motivation and capabilities to enter employment in partnership with Twinings Enterprises.
- n) Provision of support services to children and young people to fulfil their potentials, particularly those at risk of getting caught in crime in London Borough of Brent.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 March 2019

17 Analysis of movements in designated funds

	Balance as at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Funds as at 31 March 2019 £
Staffing contingency	25,000	-	-	-	25,000
Office improvements/ relocation	9,274	-	-	-	9,274
Quality standards	13,412	-	-	-	13,412
New projects development	85,172	-	-	43,735	41,437
	132,858	-	-	43,735	89,123

The designated funds which are to be utilised within 3 years have been set-aside as follows:

Staffing Contingency

The staffing contingency fund represents the potential cost of providing locum cover in the case of maternity or long-term sick leave.

Office Improvements

This fund represents the potential cost of relocation and/or refurbishment of our existing offices and associated capital expenditure.

New Projects & Strategic Development

This fund has been set aside for new project development, research and to fund core strategic developments

Quality Standards

This fund represents expenditure earmarked for meeting the charity's legal and statutory responsibilities and maintaining quality standards and for training and professional development.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 March 2019

18 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Funds as at 31 March 2019 are represented by:				
Tangible fixed assets	2,938	-	-	2,938
Current assets/(liabilities)	155,125	89,123	-	244,248
	<u>158,063</u>	<u>89,123</u>	<u>-</u>	<u>247,186</u>

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

	2019 £	2018 £
Net movement in funds	(122,170)	(154,061)
Add back depreciation charge	1,845	2,896
Decrease/(increase) in debtors	44,494	(91,711)
(Decrease)/ increase in creditors	(99,683)	(16,987)
Net cash used in operating activities	(175,514)	(259,863)

20 Commitments under operating leases

	2019 £	2018 £
Within one year - property	2,000	2,000
Between two and five years - property	145,609	241,913
	<u>147,609</u>	<u>243,913</u>

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2019

21. SECTION 37 STATEMENT: LONDON COUNCILS GRANT

Under the terms of our grant from London Councils and Section 37 of The Local Government and Housing Act 1989 we are required to present the following information:

Grant-aid of £90,490 received in 2018-2019 from the London Councils Grants to deliver the Ascent Project as one of the partners of VAWG Consortium providing counselling and group work for women and girls, experiencing domestic violence and abuse in eight outer London boroughs of Hounslow, Harrow, Hillingdon, Brent, Merton, Wandsworth, Kingston and Richmond upon Thames.

	Grants(£)	Spent(£)
<i>Salary Costs</i>	79,683	79,683
<i>Training/Group (inc Volunteers)</i>	2,880	2,880
<i>Running Costs</i>	7,927	7,927
<i>Total</i>	<u>90,490</u>	<u>90,490</u>