

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF TRUSTEES RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2017

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 2017

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Munira Thobani Stephen Eckles Anoop Ghai Dr Zenobia Nadirshaw Shaheen Dar Raj Boyjoonauth Prabha Patel Dr Raquin Cherian Anthonia Dawodu	Chair Vice Chair Treasurer Resigned 26/01/17 Resigned 30/05/17
Director and Company Secretary	Sandra Machado Lakhvir Randhawa	Resigned 30/05/17 Appointed 30/05/17
Charity number:	1025967 (England and Wales)	
Company number	02818814	
Principal address and Registered Office	Vine House 1 & 2 Factory Yard Hanwell London W7 3UG	
Auditors	HW Fisher & Company 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 2017

The Trustees present their report and accounts for the year ended 31 March 2017 which also contains the Directors' 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 Charitable company's constitution, the Charities Act 2011 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) (effective 1st January 2015).

Structure, governance and management

Board of Trustees (Directors)

The Board of Trustees comprise of 9 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 Director who is supported by members of the Executive Management Team. Responsibility to review the management accounts and annual financial statements 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.

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Changes to the Board of Trustees

Anthonia Dawodu and Dr Raquin Cherian resigned 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.

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. The Service User sub-committee has been set up 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 Director, Deputy Director, Business Development and Finance & Resources Manager. The SMT are responsible for delivering the three-year Strategic Plan and priorities which underpins and informs the key operational activities of EACH. The Operational Management Team consist 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, 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 44 volunteers. Volunteers contributed 4,297 hours to the charity over the last year through counselling hours, key working, admin and peer support. Volunteers contribution is equivalent of £42,970 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. Sandra Machado – Retired May 2017
2. Lakhvir Randhawa – Chief Executive –Appointed May 2017
3. Clarissa Stoneman – Deputy Chief Executive
4. 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:

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

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- Promoting and highlighting best practice
- 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 risks. 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.

OVERVIEW

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.

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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.

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

Volunteering opportunities to enable services users to 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.

A generic and specialist substance misuse floating support service provides support to people at risk of losing their homes and to help maintain their tenancies. The majority of the work is undertaken through 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 self-help groups and peer-led activities.

Mental health services

Support to people in recovery is provided through targeted counselling and support service to the BME community in Hillingdon and Harrow, and through a user-led resource centre in Hounslow. The latter was located at School Road April to December, with a scaled down service provided from January 2017 onwards at a different location (the Star Centre) due to reduction in funding from the council.

Services for women

EACH's women-only services has continued to be provided within a holistic approach to address their multiple and interconnected issues relating to mental health, substance misuse (either their own or their partner's) and domestic violence and abuse. Services include a specialist domestic violence counselling and support service for victims and survivors and women-only support groups.

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 at the Brent Youth Offending Service and in collaboration with other young people's services and professionals.

Information and advice is provided to families, partners, parents and carers affected by substance misuse, with sign-posting to appropriate services.

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Achievements and Performance in 2016- 2017

Service users engaged in EACH's counselling and support services

During the year EACH supported a total of 1433 service users of which 667 (47%) were male and 766 (53%) were female; 60% were from BME (Black and Minority Ethnic) communities. Of the total number of men, 231 (35%) who accessed our services presented with alcohol and drug issues. 161 (24%) men accessed the floating support service to support their housing tenancy needs, and 187 (28%) for mental health. Of the 766 women who accessed our services, the majority did so because of domestic violence and abuse (40%), with 36% due to mental health concerns. 3219 counselling sessions and 3033 key working support sessions were delivered to service users. 1229 group sessions, including workshops, were delivered, and 46 community outreach sessions to inform, educate and engage service users provided. The majority of clients, 653, seen were aged 30 to 49, with 192 young people supported in the youth offending service in Brent.

Drugs & Alcohol services

Abstinence based Create Wellness Structured Day Programme and counselling

The abstinence based 12 week 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. This was accessed by 89 people for people seeking to address their alcohol and drug issues.

Young people – Brent

EACH's work with Brent Youth Offending Service continued to do well with two staff members based within the YOS, providing specialist support to young people. 234 young people were referred to the service and 192 supported through primarily one to one individual support, including key-working and structured counselling. The majority (82%) of the young people seen were from BME communities, primarily young men

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

The Floating Support Services in Hounslow and Ealing supported a total of 274 clients across mental health, generic and substance misuse/offender management. 97% of clients maintained their tenancy and were able to live independently in their own homes. The floating support service provided volunteering opportunities to 4 ex-service users by shadowing and working alongside staff members on the team. This has helped to build their confidence, develop skills and improve self-esteem.

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 22 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, 242 women and young girls affected by sexual violence and abuse were provided with specialist counselling and support and 272 women-only support group sessions were delivered. Out of 242 women and young girls 220 (80%) reported an increased level of understanding to make safe choices and 185 (76%) an increased level of self-esteem and confidence.

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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 received 87 referrals, with 75 being assessed and receiving information and advice. 66 women received counselling support. Of the 66 women who engaged in counselling, 100% reported increased self-esteem and confidence, and 83% reported increased knowledge of choices, with better coping skills and personal recovery.

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 13 people recover from the emotional and physical impact of the conflict in Sri Lanka, domestic violence and alcohol.

Mental Health – No 10 User-led Resource – Hounslow

The user-led Mental Health Resource (Number 10) funded by L.B Hounslow, Number 10 project supported 357 individuals. The projects aims to empower mental health service users to sustain personal recovery within the community through the development of user led groups that support individuals to meet people, learn new skills, gain support and access a wide range of activities that promote recovery. The project experienced a significant cut in funding over the year, subsequently moving to the Star Centre to provide drop in sessions. The activities were predominantly led by volunteers who contributed a total of 2,592 volunteer hours supporting service users at No 10 and at the Star Centre.

Trauma and Mental Health Service - Harrow

This service was extended through further, limited funding from Harrow Council, resulting in a reduced service. It provided one to one counselling, support and education to South Asian, Tamil and Somali communities and supported 29 people over the year.

Employment, Training and Education – Brent, Harrow and Ealing

Funded by the Big Lottery, the Employment, Training and Education service (Project Stride), 133 referrals were received, with a total of 171 clients supported in the year to develop employability skills and resilience. The service supports people recovering from mental health, addiction and domestic violence through one to one coaching and workshops to build IT skills, confidence, motivation and self-esteem, with additional support provided by a counsellor to address therapeutic issues. Work is undertaken with employers to enable them to be more responsive to the needs of the clients and to secure work-related placements or jobs.

2016/17 AT A GLANCE

This year has been a challenging one for the organisation with the loss of its long established drug and alcohol service in Ealing, and its Floating Support Service in Hounslow. This has been due to re-tendering and the commissioning of large integrated services that has impacted on specialist services such as EACH, coupled to funding cuts by the respective Local Authorities.

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Despite the challenges faced in having to close locally rooted drug and alcohol services and our long established floating support service in Hounslow, EACH has focused on new developments, which either began towards the latter part of the year or had funding agreed by external funders. The loss of our Ealing alcohol service provided an opportunity to develop a local offer and a new funding stream.

New Developments

Project Jasmine – Henry Smith Charity funded

EACH was successful in receiving funding from Henry Smith for a project targeting women with complex needs – Project Jasmine. The project commenced in March 2017.

The aim is to empower and support women through therapeutic interventions and activities to address inter-related issues of domestic violence and abuse, substance misuse and mental health, and to develop their social, recovery networks.

In its first month of operations, the project delivered 23 outreach sessions to raise awareness of the service and to establish satellites in accessible locations.

Floating Support Ealing - Mental Health Out of Hospitals Support

This commenced in February 2017. Its aim is to support Ealing clients with a housing issue being discharged from in-patient mental health care at Ealing Hospital, Lakeside, and Charing Cross Hospital to be supported on their housing needs, with the view to sustain their independence and remain out of hospital. 8 clients were seen in the initial period of the project, which also involved establishing referral protocols and developing links with the discharge teams.

Create Wellness – Social Enterprise and Ealing DPS

EACH was successful in being accepted onto Ealing council's Dynamic Purchasing System for its abstinence based group programme and counselling, *Create Wellness*. This provides recovery focussed support and space to individuals aiming to become and remain abstinent, with the programme including social activities, ETE and support for families and friends. Create Wellness is also accessible by individuals on a fee-paying basis. There were 104 referrals to the service this year, with 89 clients taken on.

Partnerships

- EACH has continued its successful partnership with Ascent Project (pan London Violence against Women and Girls (VAWG) service).

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.
- Staff benefited from a range of internal and external trainings
- Service user sub-committee led on a range of activities such as service user consultations, policy reviews and 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.

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FINANCIAL REVIEW

The year-end financial statement shows a decrease in the net assets of the Charity by £144,035 from £667,452 in 2015/16 to £523,417 in 2016/17 representing a decrease of 21.5%. In the 2016/17 financial year, the revenue of the charity income decreased by 42.4% from £1,396,026 in 2015/16 to £803,688 in 2016/17 mainly due to the loss of the RISE (£280,907), Harrow (232,845) and LB Ealing Public Health Contract (£72,7541) drugs and alcohol contracts as a result of retendering and reconfiguration of the services by the funders.

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 to cover for a minimum of 3 months operational costs 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 £207,858 is earmarked as designated funds for the purposes of staffing (£25,000), office improvement and office relocation (£20,858), quality standards (£13,412) and new projects and strategic development (£148,588).

Plans for the future

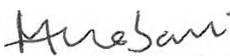
In 2017- 2018 EACH will:

- Diversify income streams from Corporates, Foundations and Individuals to provide key services that support service user's recovery and health and well-being.
- Build upon our social enterprise model to sustain our successful abstinence based programme by offering an affordable community rehabilitation offer so individuals and family members can either self-fund and/or Local Authority Substance misuse teams spot purchase places.
- Seek funding to extend and enhance our 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.
- Pilot test new social enterprise activities.
- Continue to build and sustain strategic alliances and partnerships.
- Ongoing review and audit of clinical practice to ensure quality assurance.
- Commence scoping of new premises for Head Office.
- Upgrade current website and social media strategies.

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



Munira Thobani

Chair

EACH Counselling and Support

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STATEMENT OF TRUSTEES RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2017

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 financial statements 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 financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, 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 business.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdiction.

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INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 MARCH 2017

We have audited the accounts of International EACH Counselling and Support for the year ended 31 March 2017 set out on pages 13 to 29. The financial reporting framework that has been applied in their preparation is 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".

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 its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement on page 10, the trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditor

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006.

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INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 MARCH 2017

Opinion on other matter prescribed by the Companies Act 2006

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

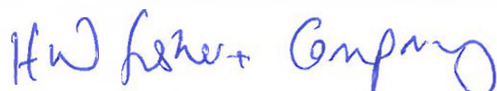
- the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the financial statements; and.
- The Trustees' Annual Report has been prepared in accordance with the applicable legal requirements.

In light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Trustees' Annual Report.

Matters on which we are required to report by exception

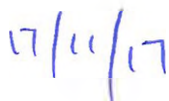
We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- 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.



Andrew Rich (Senior Statutory Auditor)

For and on behalf of H W Fisher & Company
Chartered Accountants
Statutory Auditor
Acre House
11-15 William Road
London,
NW1 3E



EACH Counselling and Support (A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE
ACCOUNT FOR THE YEAR ENDED 31 MARCH 2017

	Note	Unrestricted funds	Designated funds	Restricted funds	Total funds 2017	Total funds 2016
		£	£	£	£	£
Income						
Donations and legacies	3	12,294	-	298,454	310,748	268,023
Charitable activities	4	-	-	421,141	421,141	1,126,042
Other income		67,937	-	-	67,937	61
Investment Income		3,862	-	-	3,862	1,900
Total income		84,093	-	719,595	803,688	1,396,026
Expenditure on:						
<i>Charitable activities:</i> General advocacy and support	5	228,128	-	719,595	947,723	1,370,452
Total expenditure		228,128	-	719,595	947,723	1,370,452
Net incoming resources before transfers		(144,035)	-	-	(144,035)	25,574
Gross transfers between funds	17	150,000	(150,000)	-	-	-
Net (expenditure)/income for the year		5,965	(150,000)	-	(144,035)	25,574
Reconciliation of funds:						
Total funds brought forward		309,594	357,858	-	667,452	641,878
Total funds carried forward		315,559	207,858	-	523,417	667,452

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

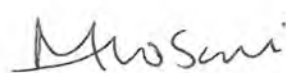
EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)
 BALANCE SHEET AS AT 31 MARCH 2017

Company registration number: 2818814

	Note	2017		2016	
		£	£	£	£
Fixed assets:					
Tangible assets	13		2,144		4,958
Current assets:					
Debtors	14	35,772		95,421	
Cash at bank and in hand		660,458		816,485	
Total Current assets		696,230		911,906	
Liabilities:					
Creditors: Amounts falling due within one year	15	(174,957)		(249,412)	
<i>Net current assets</i>			521,273		662,494
<i>Total assets less current liabilities</i>			523,417		667,452
Total net assets			523,417		667,452
The funds of the Charity:					
Designated funds	17		207,858		357,858
Other charitable funds			315,559		309,594
<i>Total unrestricted funds</i>			523,417		667,452
Total funds	18		523,417		667,452

The notes at pages 16 to 29 form part of these accounts.

These financial statements were approved by the Management Committee on 19th September 2017 and signed on its behalf by:



Munira Thobani
Chair



Anoop Kumar Ghai
Treasurer

EACH Counselling and Support
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2017

	Note	Total Funds 2017 £	Total Funds 2016 £
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	19	(156,027)	97,917
<hr/>			
Cash flows from investing activities:			
Purchase of tangible fixed assets		-	(6,433)
<hr/>			
Net cash provided by (used in) investing activities		(156,027)	91,484
<hr/>			
Change in cash and cash equivalents in the reporting period		(156,027)	91,484
<hr/>			
Cash and cash equivalents at the beginning of the reporting period		816,485	725,001
<hr/>			
Cash and cash equivalents at the end of the reporting period		660,458	816,485
<hr/>			

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

I Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), 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 £.

b) 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.

c) 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 (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

I Accounting Policies (Continued)

d) Fund accounting

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

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

Restricted funds are donations where 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.

e) 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.

f) Allocation of support costs

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

g) Tangible fixed assets

All assets costing more than £500 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 leases of buildings and equipment are considered to be operating leases, and rentals are charged to resources expended when incurred. No assets are held under hire purchase agreements.

All fixed assets acquired specifically for project 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.

h) 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 (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting Policies (Continued)

i) 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.

j) 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.

k) 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.

l) 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 bank loans 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 financial statements

3. Legal status of the Charity

The Charity is constituted as a company limited by guarantee.

Registered Address for the Charity is Vine House, 1 & 2 Factory Yard, Hanwell, W7 3UG.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

3 Income from donations

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	2017	2017	2017	2017	2016
	£	£	£	£	£
Grants	12,208	-	298,454	310,662	267,923
Donations	86	-	-	86	100
	12,294	-	298,454	310,748	268,023

Donations to unrestricted funds:

	2017 £	2016 £
Grant: Ealing small grants		2,311
Big Potential	10,590	-
Agelou Foundation	1,618	-
Others		759
	12,208	3,070

Donations to restricted funds (grants):

	2017 £	2016 £
Others		
London Councils (Ascent)	80,023	80,023
Big Lottery	152,647	116,547
City Bridges Trust	4,258	-
Henry Smith Foundation	10,826	-
London Borough of Hounslow		
Domestic Violence Training	-	6,333
London Borough of Harrow		
Harrow Outcomes Based Grant	20,700	31,950
London Borough of Hillingdon		
Hillingdon DV	30,000	30,000
	298,454	264,853
	310,662	267,923

Gifts in kind include nil (2016: nil) for legal assistance and £86 (2016: £100) for general advocacy.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

4 Income from charitable activities

	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	2017	2017	2017	2017	2016
	£	£	£	£	£
Advice, Information & Counselling	-	-	421,141	421,141	1,126,042

Donations to unrestricted funds (contracts):

	2017 £	2016 £
NHS Brent/Brent DAAT (Drug and Alcohol Action Team)	-	-
Ealing Integrated Commissioning Team - Health and Social Care	-	36,969
NHS Harrow	-	232,845
	-	269,814

Donations to restricted funds (contracts):

	2017 £	2016 £
Brent Youth Offending Service (MOPAC)	75,672	75,672
LB Ealing – Public Health	-	72,754
Ealing RISE Consortium	-	280,907
LB Ealing Supporting people	127,760	126,435
LB Hounslow Supporting People	107,093	143,624
LB Hounslow Mental Health User-led	102,287	136,320
Hillingdon PCT-Community Safety and Drug Strategic Partnership	-	12,187
NHS Hillingdon	8,329	8,329
	421,141	856,228
Total Income from charitable activities	421,141	1,126,042

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

5 Analysis of expenditure relating to general advocacy and support

	Note	2017 £	2016 £
Staff costs		709,806	1,020,539
Recruitment		4,092	4,856
Travel		4,757	5,291
Volunteer expenses		3,055	2,773
Training & development		22,099	36,369
Share of Support	6	196,465	293,215
Share of governance cost	6	7,449	7,409
		<hr/> 947,723	<hr/> 1,370,452

Expenditure was £947,723 (2016: £1,370,452) of which £228,178 was unrestricted (2016: £249,371), £719,595 was restricted (2016: £1,121,081) and £150,000 was designated (2016: nil).

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

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 2017 £	Governance 2017 £	Total 2017 £	Total 2016 £	Basis of allocation
Premises	85,150	-	85,150	171,232	% of income
Communications	33,677	-	33,677	38,494	Direct % of income
General office & finance staff	46,730	-	46,730	55,631	Staff time
Legal & Professional	27,019	-	27,019	17,743	Usage
Depreciation	2,814	-	2,814	9,112	Usage
Bank Charges	1,075	-	1,075	1,003	Transaction
Audit fees	-	7,200	7,200	7,200	Governance
Board meetings	-	224	224	189	Governance
Annual report/AGM	-	25	25	20	Governance
	196,465	7,449	203,914	300,624	

7 Net (expenditure) for the year

This is stated after charging:

	2017 £	2016 £
Depreciation	2,814	9,112
Auditor's remuneration	7,200	7,200
Operating lease rentals	2,817	1,655
	12,831	17,967

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

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

	2017	2016
	£	£
Wages and salaries	613,522	883,658
Social security costs	56,125	80,776
Sessional Fees	11,190	20,910
Pension	28,969	35,195
	709,806	1,020,539

The key management personnel of the Charity comprise the Director, Deputy Director and Finance & Resources Manager. One employee earned between £60,000 and £69,999 (2016: 1). Remuneration of key management personnel was £168,125 (2016: £178,202).

9 Staff Numbers

The average monthly head count was 27 staff (2016: 41) and the average monthly number of full time equivalent employees (including casual and part time staff) during the year was as follows:

	2017	2016
	Number	Number
Charitable activities	16	37
Support	4	4
Total	20	41

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.

	2017	2016
	£	£
Contributions payable by the company for the year	28,969	35,195

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 (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

11 Related party transactions

None of the trustees (or any persons connected with them) received any remuneration during the year, (2016: nil). No Trustees were reimbursed expenses in the year, (2016: one, £25).

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 2016	39,780
As at 31 March 2017	39,780
Depreciation:	
As at 1 April 2016	34,822
Charge for year	2,814
As at 31 March 2017	37,636
Net book value	2,144
As 31 March 2017	2,144
As at 31 March 2016	4,958

All assets are used for charitable purposes.

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

14 Debtors

	2017 £	2016 £
Trade debtors	10,926	74,333
Other debtors	198	334
Prepayments and accrued income	24,648	20,754
	35,772	95,421

15 Creditors: amounts falling due within one year

	2017 £	2016 £
Trade creditors	11,604	27,367
Other creditors	-	37,593
Taxation and Social Security	11,670	20,094
Accruals and deferred income	151,683	164,358
	174,957	249,412

Deferred income at the balance sheet date was £115,598 (2016: £80,488)

	2016 £
Deferred income brought forward	80,488
Released in the year	(80,488)
Deferred in the year	
- Big Lottery	58,274
- LB Brent YOS	18,750
- Henry Smith Foundation	38,574
	115,598

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

16 Analysis of charitable funds

Analysis of movements in restricted funds

	Balance as at 1 April 2016	Incoming resources	Resources expended	Transfers	Funds as at 31 March 2017
	£	£	£	£	£
Big Lottery (a)	-	152,647	152,647	-	-
LB Brent YOS (MOPAC) (b)	-	75,672	75,672	-	-
City Bridges Trust (c)	-	4,258	4,258	-	-
London Councils (Ascent) (d)	-	80,023	80,023	-	-
LB Hounslow MH User-led (e)	-	102,287	102,287	-	-
LB Harrow Outcomes Based Grant (f)	-	20,700	20,700	-	-
LB Hillingdon DV (g)	-	30,000	30,000	-	-
NHS Hillingdon Tamil (h)	-	8,329	8,329	-	-
LB Hounslow—Supporting People (i)	-	107,093	107,093	-	-
LB Ealing Generic FSS (j)	-	127,760	127,760	-	-
Henry Smith Foundation (k)	-	10,826	10,826	-	-
	-	719,595	719,595	-	-

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

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 counselling and support services for victims of trauma, violence and abuse specifically to people from the Somali, Tamil and South Asian Communities in the London Borough of 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) To provide services under the Supporting People initiative for Hounslow residents experiencing problems related to substance misuse
- j) Provision of Generic floating support services in the London Borough of Ealing
- k) To provide group support and counselling for women with complex needs who reside in the London borough of Ealing

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

17 Analysis of movements in designated funds

	Balance as at 1 April 2016 £	Incoming resources £	Resources expended £	Transfers £	Funds as at 31 March 2017 £
Staffing contingency	25,000	-	-	-	25,000
Office improvements/ relocation	20,858	-	-	-	20,858
Quality standards	22,000	-	8,588	-	13,412
New projects development	290,000	-	141,412	-	148,588
	357,858	-	150,000	-	207,858

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 charities legal and statutory responsibilities and maintaining quality standards and for training and professional development.

18 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Funds as at 31 March 2017 are represented by:				
Tangible fixed assets	2,144	-	-	2,144
Current assets/(liabilities)	313,415	207,858	-	521,273
	315,559	207,858	-	523,417

EACH Counselling and Support

(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

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

	2017	2016
	£	£
Net movement in funds	(144,035)	25,574
Add back depreciation charge	2,814	9,112
Decrease in debtors	59,649	75,628
(Decrease)/ increase in creditors	(74,455)	12,397
Net cash used in operating activities	(156,027)	97,917

20 Commitments under operating leases

	2017	2016
	£	£
Within one year - property	42,250	28,847
Between two and five years - property	50,483	21,400
	92,733	50,247

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 £80,023 received in 2016-2017 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(£)
Salary Costs	68,510	68,510
Training/Group (inc Volunteers)	4,950	4,950
Running Costs	6,563	6,563
Total	80,023	80,023