



Supporting and representing  
carers in Southwark

**Annual Report 2010-11**

# Directors Report for the year ended 31st March 2011

The Directors are pleased to present their report together with the financial statements for the charity for the year ended 31st March 2011. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Accounting and Reporting by Charities issued by the Charity Commission in March 2005 and the Companies Act 2006.

## REFERENCE AND ADMINISTRATION DETAILS OF THE CHARITY, ITS DIRECTORS AND ADVISERS

### Registered Address:

Southwark Carers  
The Princess Royal Trust Southwark Carers Centre  
Cambridge House,  
1 Addington Square  
Camberwell  
London SE5 0HF

Tel: 020 7708 4497

### Bankers:

The Co-operative Bank  
Olympic House, 6 Olympic Court  
Montford Street  
Salford M5 2QP

### Auditors:

Knox Cropper  
Chartered Accountants  
8/9 Well Court  
London EC4M 9DN

Directors (who are also the Charity's Trustees) who served during the period to the date of approval of the financial statements were:

June Hollands (Chair) Jan 2011  
Carol Vincent  
Dan Brennan (Treasurer)  
Daniel Bolingbroke Dec 2010  
John Bland  
Linda Eziquiel (Vice Chair)  
Oct 2010

David Le Bon Chair  
(Resigned Dec 2010)  
Peter Cather  
(Stepped down Dec 2010)  
Randall Harper  
(Resigned March 2011)

Chief Officer & Company Secretary

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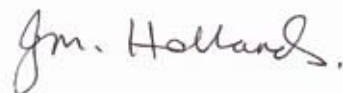
## Chair's Report

The last year has been hectic for staff and volunteers at Southwark Carers. The team have been working hard to attain our targets as specified in our contract and with dedication and fortitude they have managed to be successful in their endeavours.

The last year has been a time of great uncertainty, funding crisis, contracts coming to an end and the uncertainty over when building works at Cambridge House will be completed and whether we would be able to stay on at Cambridge House. It is fair to say that the last year has been challenging in the extreme for myself, the board of Southwark Carers and the staff team.

We are delighted to report that after many months of negotiations with the Council that we have secured a three year contract with the Council, the start date of the new contract was the 8th August 2011. In securing this contract we have taken over the work that was originally carried out by TAIFA and Ellen Mgbenwelu at South London and Maudsley Hospital. We were able to work with the council to ensure that the cost savings were identified from back office costs and that direct services for Carers, for example, FYAB, FYAT, and respite grants were not affected, however, eligibility criteria for these grants will change, also they will now be known as personal budgets.

Whilst we have been at Cambridge House for a number of years we are now moving, we will be moving to the Walworth Methodist Church, 54 Camberwell Road, London, SE5 0EN and will be based on the 3rd floor there. We would like to take this opportunity to thank Cambridge House for hosting us for all these years and look forward to retaining close links with them. We would like to thank the Walworth Methodist Church for making us feel so welcome and hope to have a long association with them.

A handwritten signature in black ink that reads "June Hollands". The signature is written in a cursive, flowing style.

**June Hollands**  
**Chair, Southwark Carers**

## Structure, Governance and Management

Southwark Carers is a company limited by guarantee (each member having a liability of £1) and a registered charity.

The policies of the charity are determined by the board, whose membership is listed on page 2.

The charity is governed by a board of directors (the management committee) which meets monthly. Directors are appointed by the board and serve for one year after which period they may put themselves up for re-election at the Annual General Meeting as prescribed in the Articles of Association. Officers are appointed by the board and elected annually. The board has the power to co-opt up to five non-voting members. At its monthly meetings, the board agrees the broad strategy and activities of the charity, including information, communications, fundraising activities, reserves policies and risk management.

Directors are elected to the board annually from members who have registered with the charity. The induction process for any new directors comprises initial meetings with the chair, existing directors and the chief executive. New directors are provided with an induction pack, which comprises a range of background information on the charity's history and recent activities and includes a copy of the Memorandum and Articles of Association, notes of recent board meetings, recent accounts and a copy of the Princess Royal Trust for Carers guidance document for directors. On-going training to



directors is provided as required through meetings, away days and courses.

Throughout the year, the board continues to work to review and develop Southwark Carers and its services. The majority of the board, who give their time voluntarily, are carers, or former carers. Both the board and the staff work together to help inform and develop the carers strategy which is designed to bring local agencies together to deliver improved support for carers and to consult with them about their needs.

The board appoints sub-committees and working groups to operate with delegated responsibilities. In 2010/11 there were two sub-committees and working groups:

- Human Resources
- Finance

We are affiliated to the Princess Royal Trust for Carers, it is the largest provider of comprehensive carers support services in the UK. Through its unique network of 144 independently managed Carers Centres, 85 Young Carers services and interactive websites, [www.carers.org](http://www.carers.org) and [www.youngcarers.net](http://www.youngcarers.net), the trust currently provides quality information, advice and support services to over 400,000 carers, including approximately 25,000 young carers.

The trust also acts independently in the interests of carers through:

- Research, development and consultation
- Influence on national, regional and local policy
- Partnerships with other national organisations
- Information through interactive websites, providing advice and access to support groups

### Risk Management

The directors have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity is subject to review and audit by many bodies in respect of its company status, its charitable status and by its funding bodies. The board considers periodically the major risks to which the charity is exposed and has developed documented controls to mitigate those risks. Significant external risks to funding face all charities and Southwark Carers maintains a detailed business plan with regard to funding and its activities. Internal risks are minimised by internal control procedures covering all transactions.

These procedures are reviewed to ensure they meet the growing needs of the charity. During 2010/11 the charity continued to review and audit its practices to ensure the highest standards are maintained.

## Statement of Directors Responsibilities

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law and the law applicable to charities in England and Wales requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including the income and expenditure, for that period. In preparing these financial statements the directors are required to:

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

The directors are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charity (Accounts and Reports) Regulations 2008. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The directors confirm that, in the case of each of the persons who are directors at the date of this report, the following applies:

- so far as each director is aware there is no relevant audit information (information needed by the Charity's auditors in connection with preparing their report) of which the charity's auditors are unaware; and
- each director has taken all the steps that he or she ought to have taken as a director in order to make herself/himself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.



# Objectives and Activities for the Public Benefit



The main object of the charity as defined in the memorandum and articles of association is:

*"To alleviate the conditions of life of carers in necessitous circumstances, who care for the elderly, sick, disabled, mentally ill or otherwise infirm, by any means that is charitable".*

**Our Vision** – all carers in Southwark will have access to the practical and emotional support they need and the recognition and influence they deserve.

**Our Mission** – to be an organisation run by and for carers, which provides practical and emotional support to increasing numbers of carers from the diverse communities of Southwark, and to obtain recognition of their invaluable contribution and influence policy in their interests.

**Our Aims are to turn this vision and mission into a practical reality for carers across Southwark. We describe our aims under nine headings:**

1. **Services** - to have a range of services accessible to carers across Southwark so that they are supported in all areas of need;
2. **Communication** - to communicate clearly with a range of people so that they are aware of our organisation and the needs of carers;
3. **Representation** - to be a voice for carers and to speak up for them at the places where decisions are made about them;
4. **Campaigning** - to put forward publicly the needs that carers have and to encourage and empower carers to speak up for themselves;
5. **Networking** - to connect with and support other organisations that can support us in our work, or who work with carers;
6. **Governance** – to be a well governed and managed organisation, so that everyone can have confidence in the things we do;
7. **Quality** - to deliver all of our services and activities within agreed standards, to make sure that they are the best they can be;
8. **Resources** - to have the appropriate level of resources available, so that we have what we need in order to deliver to carers; and

9. **Development** - to research new and better ways of working to make sure we continue to develop to meet the needs of carers.

**Our Activities are organised under four headings:**

- Social Activities
- Advice, Information and Support
- Financial Support
- Respite Care





**What we do**

**Weekend Activity Group**  
Cosmetic making workshop

## Social Activities

### Carers Activity Group

The Activity group meets monthly for informal chats, talks from speakers' and relaxation sessions. The Activity group also has regular outings which include trips to the seaside, the theatre, riverboat trips, and museums.

The Group celebrates the upcoming Christmas festivities, and other religious festivities. The Group is led by carers and the activities are arranged according to their needs and desires. The Group met 19 times and 151 carers attended these events.

In addition we had a Carers Outings Group there were 10 outings with 180 attendees. The trips included theatre visits, trips to museums and various points of interest.

### The Arts Group

The Arts group has taken carers to arts venues which include galleries and the ballet. Carers who attended the group said that they found it useful and relaxing to focus on something new and different for a couple of hours, and that it provided an excellent break from their caring responsibilities. There were 12 Arts Groups and 79 carers attended these events.

The film club also meets twice per month, where films are shown and refreshments served. There were 20 films shown and 112 carers attended the showings.





**Carers Activity Group**  
Candle making

### **Former Carers Group**

We also continue to support carers when their caring role ends. Often this period is the first time that those involved in caring can access the support offered by our organisation, due to the heavy commitment that caring involves support services cannot always be accessed. Once a carers responsibilities end they can feel vulnerable, alone, isolated and depressed.

We provide a source of strength to carers during this difficult period in their lives, by offering them counselling, emotional support and practical advice. We also provide regular monthly Former Carers Support Groups where former carers can establish new friendships and take the time to find their own identity again. There were 19 group meetings attended by 160 carers and former carers.

# Objectives and Activities



# Advice, Information and Support

## Advocacy Service

The Advocacy Service provides support in dealing with social, health or housing services and problems that carers might face, in accessing services for themselves or the person they care for. The Advocacy Service aims to promote carers views and protect carers rights by letting their voice be heard. In this year we launched an evening surgery for Advocacy and Advice on Monday nights the success of this is reflected in the increased number of sessions reported throughout the year.

The Advocacy Service provided 511 support sessions and saw 92 carers. Included within the provision of advocacy is:

- Health and social care, including going with carers to meetings with social services. This is mostly with carers with learning difficulties, who do not understand the meetings or what the implications or outcomes are;
- Money and benefits advice and support, including going with carers to appeal tribunals, when they have been turned down for a particular benefit.
- Housing and adaptations, including going to meetings with the carer, writing letters to the council on their behalf and appealing housing decisions.

## Advice Service

The service provides information on welfare rights matters, benefit issues and representation in appeal matters. It helps with accessing other services in Southwark and helps in finding services to promote your well-being.

Last year the Advice Service had 1261 sessions and we saw 474 carers. We record the details of every carer that we speak to.

The types of support we provided were:

- Health and social care services including referrals to social services, complaints against social services and liaising with the carer and social services by attending joint meetings;
- Health and wellbeing, including advising about counselling services, massage, positive thinking services, or referral to these services;
- Money and Benefits (three quarters of carers are seen for this service, on a regular basis) including benefits checks, advice on what to claim, and filling in forms;
- Housing and Adaptations including helping carers to negotiate with Southwark Council to move house more quickly or completing medical report forms. We also try to sort out disputes between the carer and the Council, by writing letters on their behalf.
- Breaks from caring, including a referral to our in-house services and finding other ways of providing the carers with holidays/respite.



# Therapies and Outreach

## Counselling Service

The charity offers up to 13 weeks of free, confidential counselling. Carers can come for counselling about matters related to their caring role. We also offer counselling to carers who are experiencing difficulties or problems, which are unrelated to caring. In addition, we do offer bereavement counselling. We can also see couples, when the caring role is putting a strain on their relationship. The service is for carers – they can come and talk about anything they like with our staff. There were 739 sessions offered and the service was accessed by 51 carers.

## Massage / Reiki / Relaxation and Positive Thinking Groups

Carers' lives are stressful on every level. Massage and Reiki can relieve the stress that builds up in the body over long periods of time. Holistic therapies can relieve tensions that a carers role can bring. Our professional therapists offer weekly sessions to carers at our carers centre. We offered 434 massage sessions and these were taken up by 137 carers.

## Health Liaison Service

The key aim of this service is to raise awareness of carer issues to local health services, such as GP surgeries, local hospitals and clinics. It encourages health services to identify carers as early as possible and provide carer awareness training to health professionals across the borough.

Carers notice-boards in GP surgeries have been regularly updated and are key in advertising services to carers in the borough. Southwark Carers leaflets are delivered regularly to GP surgeries in the borough as well as local pharmacies and other health service buildings.

Surgery based support groups run monthly across the Borough of Southwark. Support and guidance is also given to other independent carer support groups in the Borough. Volunteers assist with the administration of these groups, without whose help it would be very difficult to maintain. On-going surgery groups invite speakers to talk about health issues, such as nutrition, stress and worry. Massage and reflexology is regularly offered at these groups. 88 support group sessions were held 353 carers were seen by this service.

# Information Services

## Information Services

Southwark Carers provides an integrated set of information services, which aims to provide useful and accessible information direct to carers, staff and professionals, to enable them to support and value carers. The bi-monthly newsletter focuses on a different topic each issue. It includes information and advice, news of events, local and national policies and research. There were 6 issues of the newsletter that were distributed to 4,500 carers, 750 professionals, the newsletter was also made available at 90 venues throughout the Borough.

Information events are organised for carers every two months. These events allow carers to meet directly with professionals, gather information and relax socially with other carers.

An Information pack is sent to all carers when they register with the organisation. It contains a range of advice and contact details for further assistance.

The Website includes the latest news for carers, current and past copies of our newsletter and details of upcoming events. There is also an area for professionals, to provide them with more information on supporting the carers. In the last year we had 9,362 visitors to our website and of these 4,006 were unique visitors.



Southwark Carers Website



Southwark Carers Booklets



# Financial Support

## Fix-Yourself-a-Break (FYAB)

FYAB scheme enables carers to claim funds to contribute towards a much deserved holiday or short break. These breaks include theatre or cinema trips, and sporting events. They enable the carer to take a well earned rest from their sometimes undervalued but vital caring role. We also provide a contribution towards those little trips to visit family or friends. The FYAB scheme is one of the most valued services, by carers. It was accessed by 374 carers.

In addition, we received monies to provide specialist breaks for those carers who were caring for someone with a mental health problem. We were able to provide 39 grants to carers.

In this year we were also successful in securing monies from the Aiming High funding stream. This was a unique grant giving service for us as we were able to provide grants to the cared for where they were under the age of 18 and in receipt of medium or higher level Disability Living Allowance, we were able to provide 127 Aiming High grants.



### Transport Support

We enabled carers to get out and about to take a short break from their caring role by providing access to travel via any form of public transport, including using their Oyster cards. This scheme enables carers to claim funds towards the costs of transport to and from respite breaks that have been organised, as well as to and from any health or social services appointment, that they may not have been able to make without the financial support offered by this scheme. This scheme was accessed by 199 carers.

### Respite

We offer up to 40 hours of respite care for carers. This means that they can ask us to contact a local agency to arrange for someone to look after their loved one so that the Carer can have a break or attend appointments for themselves.

In addition we provide Emergency Respite cover, this is for planned and unplanned emergencies. This can provide carers with up to an additional 48 hours of respite care.

This service was used by 195 carers.

### Fuel Poverty Project

Southwark EnergyCare provides free energy advice and grants to any registered carer who may be finding it difficult to manage their fuel bills effectively. The project is designed to give carers the support and training they require in order to get out of any existing fuel debt and then avoid falling behind on future bills. To that end, the project provides advice on tariffs, heating and insulation and how to switch energy suppliers to find a better deal. It also provides grants of up to £200 for carers who are in debt or who are spending more than 10% of their income on gas or electricity. The service also provides training and advice to other organisations and groups working with carers in the Borough so that they can identify cases of fuel debt and refer carers to the right sources of support.

We were able to provide 196 carers with advice on fuel efficiency and we were able to provide 79 carers with grants to assist them in paying their fuel bills.

# Achievements and Performance



Carers Activity Group  
Belly dance workshop

As well as maintaining our income in an environment where many similar charities are finding it difficult to maintain or increase funding we have made good progress in achieving our main aims.

1. **Services**- please see above where our activities and performance has been set out.
2. **Representation** – Southwark Carers has continued to represent the views of about 4,500 carers locally and has been a key voluntary sector presence in the Carers Strategy Forum which makes recommendations to commissioners of local health and social services. Our staff have also spoken at public events about carers, their rights and their needs. We also supported and participated in consultation events to inform and influence the National Carers Strategy.
3. **Campaigning** - we have continued to publicly campaign to put the needs and rights of carers into the public realm. We supported Carers Week and Carers Rights Day, and organised our own co-ordinated publicity campaigns, using newspaper advertising, posters and leaflets in health and community buildings, to help people across the community to identify as carers.
4. **Networking** – during the year we have regularly communicated with or established new working relationships with a range of organisations, to help us in our work, including Contact A Family, Cambridge House, Princess Royal Trust for Carers and Southwark Community Care Forum.
5. **Governance** – our Trustees met monthly throughout the year and continued to consider all the issues relevant to delivering our services, managing staff and developing the organisation in order to continue to serve carers locally and to ensure that we continue to meet the needs of carers.
6. **Quality** – to ensure that we are able to deliver our services and be an organisation that operates at a consistently high level of quality. We started the process of self-assessment using PQASSO (Practical Quality Assurance System for Small Organisations) and we used this work on Quality Assurance to continue our membership of the Princess Royal Trust for Carers network of carers centres. This self-assessment has continued during the current year.

7. **Resources** - the Trustees have throughout the year maintained oversight of the financial and practical resources required to ensure that Southwark Carers continues into the future and have taken steps to ensure that we have an appropriate level of staff, financial reserves, and the practical resources for the office and carers centre.
  
8. **Development** – throughout the year we have considered different methods of working and the potential for new services that we could offer to carers, in order to support them as best we can. We did bid for funding for new services but were not always successful. However, we were successful in securing new funds for flexi-respite care and FYAB funds. We will continue to consider new sources of funding to extend and develop more services for carers, in the year ahead.



## Plans for Future Periods

We look forward to negotiating funding for further services for carers as we become the Carers Hub. We also use this period of secure funding to diversify our funding streams, we will be looking for funding from organisations other than Southwark Council and the PCT.

We have been extremely innovative in these times of austerity and have just started a pilot of a social enterprise, our activity groups when they make jewellery, candles and other crafts will be asked to donate the items that they make so that we can sell them and the profits will be reinvested into Southwark Carers. We will use £1,000 left to Southwark Carers by Mary Marshall, a former member of staff and a chair to launch this venture.

We aim to increase the reach of our services by offering more events outside the Monday to Friday 9 to 5 spectrum. For example, our activities are extending their reach, we now have regular events on every third Saturday of the month.

### Financial Review

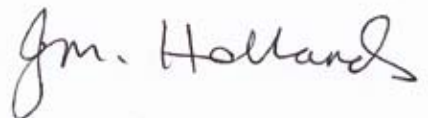
The total income for the year was £533,627 in 2011 compared to £595,375 in 2010. In this year the Council recouped £140,000 by asking us to provide them with a credit note for this sum. Therefore, we had an increase of funding for this year of £78,252. The recoupment effectively released funds from restricted pots of money and allowed Southwark Carers to use

these monies for services for carers. The fact that Southwark Carers had a virtual increase in its funding during a period of austerity and severe cuts in the voluntary sector can be attributed to the hard work of our chief executive, the staff team and the reputation that Southwark Carers has within the sector. As a consequence of the releasing of funds that had previously been restricted, charitable expenditure increased from £523,809 to £702,427 reflecting an increase in activities.

### Reserves Policy

The purpose of the policy is to ensure that Southwark Carers are able to meet their contractual obligations and finance future expansion of the organisation. The level of free reserves (excluding restricted funds) is reviewed annually by the directors. The directors consider that the most appropriate level of free reserves at 31st March 2011 are £69,130. This equates to 6 months of operating costs. Unrestricted reserves at 31st March 2011 are £20,078.

The report has been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006



**June Hollands**  
**2011**







We have audited the financial statements of Southwark Carers for the year ended 31st March 2011 which comprise the Statement of Financial Activities (including the Income and Expenditure Account), the Balance Sheet and the related notes. 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).

This report is made solely to the Company's members, as a body, in accordance with Sections 495 and 496 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an 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 Company and the Company's 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 Statement of Directors' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements 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 Auditors.

### Scope of the audit

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements 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 financial statements. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2011 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 requirements of the Companies Act 2006.

### Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### 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
- the financial statements are not in agreement with the accounting records; 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.

### Richard Billinghamurst

Senior Statutory Auditor

For and on behalf of  
Knox Cropper, Chartered Accountants  
8/9 Well Court  
London, EC4M 9DN

Statutory Auditors 2011

# Statement of Financial Activities for the year ended 31<sup>st</sup> March 2011

	Notes	Unrestricted funds (£)	Restricted Funds (£)	2011 Total (£)	2010 Total (£)
<b>INCOME &amp; EXPENDITURE</b>					
<b>Incoming Resources from generated funds</b>					
Voluntary Income	2	1,767	4,415	6,182	20,840
Activities for generating funds: Local Authority and other contracts	3	108,856	418,423	527,279	573,517
Investment Income		166	-	166	1,018
<b>TOTAL INCOMING RESOURCES</b>		<b>110,789</b>	<b>422,838</b>	<b>533,627</b>	<b>595,375</b>

<b>RESOURCES EXPENDED</b>					
Costs of Generating Funds	5	20,278	-	20,278	10,339
Charitable Activities	4	81,480	564,167	645,647	495,006
Governance Costs	5	36,502	-	36,502	18,464
<b>TOTAL RESOURCES EXPENDED</b>	<b>5</b>	<b>138,260</b>	<b>564,167</b>	<b>702,427</b>	<b>523,809</b>

<b>NET EXPENDITURE / INCOME FOR THE YEAR</b>	<b>8</b>	<b>(27,471)</b>	<b>(141,329)</b>	<b>(168,800)</b>	<b>71,566</b>
Transfers		-	-	-	-

BALANCE BROUGHT FORWARD 1st APRIL 2010	12/13	47,549	233,333	280,882	209,316
BALANCE CARRIED FORWARD 31st MARCH 2011	12/13	20,078	92,004	112,082	280,882

The Charity has no recognised gains or losses other than those included in the Statement of Financial Activities above and, therefore, no separate Statement of Total Recognised Gains and Losses has been presented.

None of the Charity's activities were acquired or discontinued during the above two financial years. There is no difference between the result reported above and its historical cost equivalent.

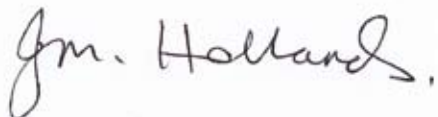
The notes on pages 28 to 37 form part of these financial statements.

## Balance Sheet as at 31<sup>st</sup> March 2011

	Notes	2011		2010	
		£	£	£	£
<b>FIXED ASSETS</b>	9		1		1
<b>CURRENT ASSETS</b>					
Debtors	10	76		55,979	
Bank & Cash		136,986		240,346	
		137,062		296,325	
Liabilities: amounts falling due within one year	11	(24,981)		(15,444)	
<b>NET CURRENT ASSETS</b>			112,081		280,881
<b>NET ASSETS</b>			112,082		280,882
<b>FUNDS</b>					
Unrestricted	12		20,078		47,549
Restricted	13		92,004		233,333
<b>TOTAL FUNDS</b>			112,082		280,882

These accounts have been prepared in accordance with the Charities Act 1993 and the provisions available to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Directors on the 14th November 2011 and signed on their behalf by:-

A handwritten signature in black ink that reads "June Hollands". The signature is written in a cursive style and is positioned above a horizontal line.

June Hollands (Director)

Registered Company Number: 04146495

Registered Charity Number: 1085300

The notes on pages 28 to 37 form part of these financial statements.

# Notes to the Financial Statements for the year ended 31<sup>st</sup> March 2011

## 1. Accounting Policies

### (a) Basis of Accounting

These financial statements have been prepared under the historical cost convention, in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice (Accounting and Reporting by Charities) issued by the Charity Commissioners in March 2005 and the Companies Act 2006.

### (b) Tangible Fixed Assets and Depreciation

All fixed asset additions whose costs exceed £500 are capitalised at historic cost. Provision is made for depreciation on tangible fixed assets, at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life.

Furniture and Equipment	33 1/3% p.a. straight line
Computers	33 1/3% p.a. straight line

### (c) Funds

Unrestricted funds are donations and other incoming resources received or generated and can be used at the discretion of the trustees for charitable purposes.

Restricted funds comprise funds received for specific programmes and activities, as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

### (d) Charitable Expenditure

Charitable expenditure includes direct expenditure attributable to the charitable objectives or activities. Where costs cannot be attributed, they have been apportioned to charitable objectives or activities according to the time or resources applied to each (Note 5).

### (e) Costs of Generating Funds

The costs of generating funds include costs incurred on events and activities and an apportionment of overhead and support costs (Note 5).

### (f) Governance Costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit together with an apportionment of overhead and support costs (Note 5).

### (g) Income

Revenue grants are credited to incoming resources on the earlier of when they are received or when they become receivable, unless they relate to a specified future period, in which case they are deferred.

Capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier of when they are received or become receivable. Depreciation on the related

fixed assets is charged against the restricted fund. Whilst this treatment is in accordance with the Charity SORP it represents a departure from SSAP4.

All other incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### (h) Cashflow Statement

The Company has not prepared a cashflow statement for the year as required by Financial Reporting Standard 1 because the Charity has relied on the exemption available for small undertakings.

## 2. Voluntary Income

	Unrestricted (£)	Restricted (£)	Total 2011	Total 2010
Girdler's Association	-	1,000	1,000	1,000
Princess Royal Trust	-	1,225	1,225	3,173
Other	1,767	2,190	3,957	16,667
	£1,767	£4,415	£6,182	£20,840



### 3. Activities for generating funds: Local Authority and Other Contracts

	Unrestricted (£)	Restricted (£)	Total 2011	Total 2010
<b>Southwark Council</b>		-		
Core Costs	102,556	-	102,556	102,555
Fix Yourself a Break	6,300	114,077	120,377	114,077
Fix Yourself a Break (SlaM)	-	13,818	13,818	13,818
Advice Manager	-	37,925	37,925	37,925
Advice Worker	-	34,060	34,060	34,060
Health Liaison Worker	-	-	-	45,739
Information Worker	-	60,408	60,408	55,408
Advocacy Worker	-	1,192	1,192	18,922
Emergency Respite Project	-	20,000	20,000	20,000
Flexi Respite Care	-	10,393	10,393	21,763
Carers Activity Groups	-	2,000	2,000	2,000
Counselling	-	28,369	28,369	58,370
Carers' Transport Scheme	-	-	-	15,160
Aiming High	-	56,700	56,700	-
<b>Scottish Energy People's Trust</b>				
Fuel Poverty Project	-	37,731	37,731	33,720
<b>London Borough of Hammersmith</b>				
Information Worker	-	1,750	1,750	-
	£108,856	£418,423	£527,279	£573,517

#### 4. Analysis of Charitable Activities

	Undertaken direct	Grants (£)	Support Costs (£)	2011 (£)	2010 (£)
<b>Carers' Activities</b>					
Carers Groups	6,933	-	23,801	30,734	8,104
<b>Support for Carers</b>	95,458	147,330	35,037	277,825	175,218
<b>Advice and Information</b>					
Counselling	61,392	-	7,410	68,802	64,163
Advice / Support parent carers	133,411	-	16,104	149,515	151,595
Fuel Poverty	25,646	16,000	3,096	44,742	28,472
Advocacy	25,773	-	3,111	28,884	20,832
Health Service Liaison	40,283	-	4,862	45,145	46,622
	286,505	16,000	34,583	337,088	311,684
	£388,896	£163,330	£93,421	£645,647	£495,006

## 5. Total Resources Expended

	Costs of Generating voluntary income (£)	Carers' Activities (£)	Support for Carers (£)	Advice and Information (£)	Governance (£)	2011 (£)	2010 (£)
<b>Directly Incurred</b>							
Staff Costs	-	-	-	197,212	-	197,212	171,757
Counselling and Facilitating Fees	-	1,100	-	10,914	-	12,014	12,421
Travel and Meal Costs	-	-	-	273	-	273	284
Volunteers	-	-	-	1,907	46	1,953	2,747
Training	-	-	-	2,042	-	2,042	1,914
Recruitment Costs	-	-	-	-	-	-	3,576
Premises Costs	-	-	-	6,570	-	6,570	7,151
Events and Activities	-	5,738	91,882	15,193	3,289	116,102	38,981
Newsletter	-	-	-	17,903	-	17,903	18,685
Massage / Relaxation Fees	-	-	-	13,411	-	13,411	6,258
Office Expenses	-	95	3,576	21,080	1,868	26,619	17,775
FYAB / Transport Grants	-	-	146,105	-	-	146,105	115,449
Grant Aid	-	-	1,225	16,000	-	17,225	7,973
Agency Fees	-	-	-	-	-	-	5,819
Professional Fees	-	-	-	-	8,240	8,240	-
	-	6,933	242,788	302,505	13,443	565,669	410,790

*Continued on page 33*

	Costs of Generating voluntary income (£)	Carers' Activities (£)	Support for Carers (£)	Advice and Information (£)	Governance (£)	2011 (£)	2010 (£)
<b>Support Costs</b>							
Staff Costs	14,595	17,129	25,219	24,889	12,926	94,758	66,633
Other Costs	5,683	6,672	9,818	9,694	5,033	36,900	41,686
Audit Fees	-	-	-	-	5,100	5,100	4,700
	20,278	23,801	35,037	34,583	23,059	136,758	113,019
	£20,278	£30,734	£277,825	£337,088	£36,502	£702,427	£523,809

## 6. Staff Costs

	2011 (£)	2010 (£)
Salaries and Wages	264,541	216,731
Social Security Costs	26,239	20,451
Pension Costs	1,190	1,208
Payroll Costs	£291,970	£238,390

The average number of staff employed during the year was 10.5 (2010: 9).  
No employee earned more than £60,000 during the period.

No director received any remuneration during the year (2010: £ Nil).  
No director was reimbursed expenses during the year (2010: £Nil).

## 7. Taxation

Southwark Carers is a registered charity and is potentially exempt from taxation in respect of income and capital gains within the categories covered by Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to charitable purposes.

## 8. Net (Expenditure) / Income for the year

Net (expenditure) Income for the year is stated after charging:

	Total 2011 (£)	Total 2010 (£)
Auditors' Remuneration, Audit Services	5,100	4,700
Depreciation	-	1,985

## 9. Fixed Assets

	Furniture and Equipment 2011 (£)
<b>Cost</b>	
At 1st April 2010	63,938
Additions	-
At 31st March 2011	63,938
<b>Depreciation</b>	
At 1st April 2010	63,937
Charge for the year	-
At 31st March 2011	63,937
Net Book Value at 31st March 2011	£1
Net Book Value at 31st March 2010	£1

## 10. Debtors

	2011 (£)	2010 (£)
Other debtors	76	398
Grants receivable	-	55,581
	£76	£55,979

## 11. Creditors

	2011 (£)	2010 (£)
Deferred Income	10,329	6,744
Accruals	8,700	8,700
Other creditors	5,952	-
	£24,981	£15,444

## 12. Unrestricted Funds

	b/f 1 April 2010 (£)	Income (£)	Payroll (£)	Expenses (£)	Transfers (£)	c/f 31 March 2011 (£)
<b>Designated Funds</b>						
Activity Group	2,490	-	-	-	(2,490)	-
Arts Group	527	-	-	-	(527)	-
Former Carers	2,853	-	-	-	(2,853)	-
Film Club	271	-	-	-	(271)	-
	6,141	-	-	-	(6,141)	-
<b>General Reserves</b>	41,408	110,789	(94,758)	(43,502)	6,141	20,078
	£47,549	£110,789	£(94,758)	£(43,502)	£-	£20,078

### 13. Restricted Funds

	b/f 1 April 2010 (£)	Income (£)	Payroll (£)	Expenses (£)	Transfers (£)	c/f 31 March 2011 (£)
Fix Yourself a Break (SLaM)	13,818	-	-	-	(13,818)	-
Transport Scheme	9,735	-	-	-	(9,735)	-
Flexi Respite Care	9,091	-	-	-	(9,091)	-
Advocacy	10,514	1,192	(21,192)	(4,580)	17,731	3,665
Fix Yourself a Break	8,027	214,988	-	(241,563)	79,174	60,626
Princess Royal Trust for Carers	-	1,225	-	(1,225)	-	-
Advice Manager	2,143	37,925	(36,841)	(3,227)	-	-
Advice Worker	9,232	34,060	(29,734)	(4,473)	-	9,085
Health Liaison Worker	56,578	-	(23,638)	(16,645)	(5,900)	10,395
Information Worker	-	62,158	(37,831)	(24,327)	-	-
Message in a Bottle	12,386	-	-	(8,921)	-	3,465
Counselling	33,022	28,369	(30,514)	(30,877)	-	-
Carers Activity Group	2,804	5,190	-	(6,933)	-	1,061
Transition Workers	38,361	-	-	-	(38,361)	-
Fuel Poverty	7,622	37,731	(17,461)	(24,185)	-	3,707
Emergency Respite	20,000	-	-	-	(20,000)	-
	£233,333	£422,838	£(197,211)	£(366,956)	£-	£92,004

The above funds which include advocacy, Fix Yourself a Break, advice, health liaison, information, emergency respite, counselling, carers' activities and transition support were all funded by Southwark Health and Social Care, for the purpose of providing carers with practical and emotional support.

#### 14. Analysis of Net Assets Between Funds

	Unrestricted Funds (£)	Restricted Funds (£)	Total 2011 (£)
Fixed Assets	1	-	1
Debtors	76	-	76
Bank	23,941	113,045	136,986
Creditors	(3,940)	(21,041)	(24,981)
	£20,078	£92,004	£112,082

#### 15. Going Concern

The Trustees are of the opinion that it is appropriate to prepare accounts on the going concern basis because in the normal course of events sufficient funding will become available to allow the Charity to continue to operate. In making this statement they have reviewed financial projections to 31st March 2011. Over 90% of the Charity's funding emanates from Southwark Council and funding has been agreed with Southwark Council up until at least 7th August 2013.





## Princess Royal Trust for Carers

The Princess Royal Trust for Carers is the largest provider of comprehensive carers support services in the UK. Through its unique network of 144 independently managed Carers' Centres, 85 young carers services and interactive websites, [www.carers.org](http://www.carers.org) and [www.youngcarers.net](http://www.youngcarers.net), The Trust currently provides quality information, advice and support services to over 400,000 carers, including approximately 25,000 young carers.

The Trust also acts independently in the interests of carers through:

- research, development and consultation
- influence on national, regional and local policy
- partnerships with other national organisations
- information through interactive websites, providing advice and access to support groups



The Princess Royal Trust  
*for Carers*

## With thanks to:





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The Princess Royal Trust  
*for Carers*