

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

(A Company limited by guarantee)

DIRECTORS REPORT

AND

FINANCIAL STATEMENTS

FOR THE

YEAR ENDED 31ST MARCH 2012

Registered number: 2569614

Registered Charity: 1005075

REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

REFERENCE AND ADMINISTRATIVE DETAILS

Legal Status: The Charity is incorporated under the Companies Act 1985 as limited by guarantee.

Governing document: The Company's Memorandum and Articles of Association.

Charity registration number: -1005075

Company registration number: -2569614

Registered Office: 3rd Floor, Forest House
16-20 Clements Road
Ilford
Essex
IG1 1BA

Bankers: HSBC
126 High Road
Ilford
Essex
IG1 1DA

Bankers: Caf Bank Limited
25 Kings Hill Avenue
West Malling
Kent
ME19 4JQ

Solicitors: Sinclair Taylor & Martin
2 Putney Hill
Putney
London
SW15 6AB

Auditors: Appleby & Wood
40 The Lock Building
72 High Street
Stratford
London E15 2QB

Trustees: Brian Spinks (Chair)
Neil Zammatt (Vice Chair)
Bashir Chaudhry
Ram Bandhari
Dr Keith White
Ali Qureshi (Treasurer)
Valrie Gittens
Margaret Wayne
Valerie Cummins

Council nominee Cllr Brian Lambert

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

(A Company limited by guarantee)

DIRECTORS' REPORT

FOR THE YEAR ENDED 31ST MARCH 2012

The directors present their report on the affairs of the company and financial statements for the year ended 31st March 2012.

Structure, Governance and Management

The Redbridge Council for Voluntary Service (RedbridgeCVS) was established as a Registered Charity and Company Limited by Guarantee in 1990. Its governing document is the Memorandum and Articles of Association.

RedbridgeCVS exists to promote and support a strong, effective and independent voluntary and community sector in Redbridge. The organisation actively assists voluntary bodies through the provision of advice and information, the development of new charitable initiatives and joint work with statutory bodies.

Trustees are elected annually at an AGM, with the longest serving one third of members (or higher) being asked to stand down (though they are eligible for reappointment provided there remain unfilled vacancies). We are required to have not less than five Trustees, and not more than twenty five. Trustees are offered individual and group induction and training and have an annual Away Day to review the strategic direction of the Charity. The Trustees meet as the Board at least six times a year. The Board agrees the strategic direction of the Charity, approves its budget and receives reports on progress in achieving organisational objectives from its Chief Officer.

The Charity employs staff, including a Chief Officer, Ross Diamond, who carries out the day to day management of the Company's work. There are line-management structures linking all staff to the Chief Officer, and through him, to the Trustees.

RedbridgeCVS is a member of the East London CVS Network and a number of national bodies, including the National Association for Voluntary and Community Action (NAVCA) and the National Council of Voluntary Organisations (NCVO). These are membership bodies that do not have control over any of the activities of RedbridgeCVS.

RedbridgeCVS has employed a total of 35 staff in this year, of whom 34 were full time and 1 part time.

The Charity also uses a number of volunteers through the year to help with its office functions.

Risk Statement

The Charity has considered a range of risks to which it could be exposed and the Directors regularly review the policies and procedures which aim to minimise those risks, ensuring that these are adequate, appropriate and complied with fully.

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DIRECTORS' REPORT (CONT.)

FOR THE YEAR ENDED 31ST MARCH 2012

Objectives and Activities

The principal activity of the Company is the coordination of the work of voluntary organisations within the London Borough of Redbridge, in order to promote and support a strong, effective and independent voluntary and community sector in Redbridge.

The key aims of the Company are as follows:-

- 1 Redbridge voluntary and community sector to be strong partners when working with local statutory bodies.
- 2 Redbridge voluntary and community sector to maintain its independence and flexibility.
- 3 RedbridgeCVS to be a credible and authoritative representative of the voluntary and community sector.
- 4 RedbridgeCVS to be able to respond to Redbridge voluntary and community sector support and development needs; enabling Redbridge voluntary and community sector to grow to meet local needs.
- 5 RedbridgeCVS to encourage, support and facilitate the development of sustainable communities.
- 6 RedbridgeCVS to provide sound planning for sustainability in order to continue the furtherance of our work with the voluntary and community sector within the London Borough of Redbridge and across the East London CVS Network.

The Company has an agreed set of objectives and intended outcomes for each of the above aims. These are a part of the "RedbridgeCVS Strategic Plan 2009-2014" which is available on request from RedbridgeCVS.

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DIRECTORS' REPORT (CONT.)

FOR THE YEAR ENDED 31ST MARCH 2012

Volunteers

The charity has welcomed volunteer helpers in assisting with communications with the membership and the wider voluntary sector and in various administrative tasks.

Reserves Policy

The Company funds have been applied wholly in pursuit of charitable objectives. RedbridgeCVS believes that the Charity should hold emergency operating costs because;

(i) it has no endowment funding and is dependent on income from grants and contracts from year to year, which are inevitably subject to fluctuation; and

(ii) it requires protection against and the ability to continue operating despite catastrophic or lesser but damaging events.

The Trustees believe that the minimum level of the emergency operating costs should be the equivalent of three months operating costs (calculated and reviewed annually) and wish emergency operating costs to be secured up to the desired level in stages, consistent with the charity's overall financial position and its need to maintain and develop its charitable activities.

Working relationships

The charity maintains contact with many hundreds of local voluntary bodies and is committed to working with, and on-behalf of, all third sector groups in Redbridge. RedbridgeCVS works closely with local Council, NHS, Police and Fire services and statutory bodies in order to pursue the charity's objectives.

Public Benefit

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regards to the Charity Commission's general guidance on public benefit and that the activities carried out by the charity during the year were all undertaken in order to further the charities aims for the benefit of the charity's beneficiaries. There is a detailed explanation of the activities carried out which has been included in the key activities of the charity.

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The key activities of the charity during the year were:-

- 1 RedbridgeCVS has successfully met all the targets set by our funders and internally, and has successfully achieved all planned outcomes;
- 2 Delivering development work and capacity building support to local small and medium sized voluntary and community groups;
- 3 Supporting and advocating on behalf of local voluntary organisations affected by the closure of the Downshall Community Centre;
- 4 Hosting monthly Redbridge Voluntary Sector Network meetings;
- 5 Producing a bi-monthly newsletter, "Community", distributed to over 400 local groups;
- 6 Producing over 50 email bulletins, sent to over 400 local voluntary and community groups and agencies;
- 7 Helping local organisations to prepare and plan for the impact of the 2012 Games on their services and members;
- 8 Helping a range of groups with successful funding applications;
- 9 Delivering accredited and unaccredited training to local voluntary and community groups;
- 10 Achieving Volunteer England accreditation for delivering the services of a fully operational Volunteer Centre;
- 11 Hosting the Redbridge LINK (Local Involvement Network), a health and social care public involvement project;
- 12 Managing the Fit For Fun exercise programme, to deliver fitness activities to local groups who would otherwise be unlikely to take part in regular or organised physical activity;
- 13 Securing funding from the Skills Funding Agency's Neighbourhood Learning for Deprived Communities (NLDC) programme via Redbridge Institute for Adult Education, enabling us to deliver a range of training and support services to groups, including those working with volunteers;
- 14 Managed a sub-regional training and contract management consortium, East Tenders funded by ESF/London Councils and local authorities to deliver information, advice and guidance, job brokerage and training to over 600 people across 6 London boroughs;
- 15 Playing the role of 'Compact Champion' to ensure the positive use of the local Compact, and to oversee the development of a revised Compact for Redbridge;
- 16 Positively liaising with key statutory partners on behalf of the local voluntary and community sector, including through membership of the Redbridge Strategic Partnership and its Public Service Board, the Redbridge Safer Communities Partnership and the Health and Social Care Advisory Committee, and the provision of formal support for the elected voluntary sector representatives at the Public and Voluntary Sectors' Partnership;
- 17 Providing and maintaining a database of all known voluntary and community groups in Redbridge;
- 18 Playing an active part in the East London CVS Network;

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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The key activities of the charity during the year cont:-

- 19 Hosting a member of staff on behalf of the East London CVS Network to assist voluntary and community organisations and their members to plan for and cope with the digital switchover;
- 20 Providing information services including a library, internet access and individual support to voluntary and community organisations in Redbridge;
- 21 Providing a multi-purpose website, including an online directory of local voluntary and community groups;
- 22 Hosting a Mental Health (BME) Community Development Worker, funded by NHS Redbridge;
- 23 Hosting a Health Volunteer Officer, funded by NHS Redbridge, to support increasing use of volunteers by local NHS bodies;
- 24 Hosting a Health Partnerships Officer, to enhance the relationships between local voluntary and community groups and local NHS services and commissioners;
- 25 Hosting the Redbridge Police Community Engagement Group, in partnership with the Metropolitan Police Authority;
- 26 Playing an active role in providing timely, accurate, information during and following the August riots, and producing the Redbridge Community Statement signed by around 200 organisations and individuals;

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Future Activities:

RedbridgeCVS continued to work under the strategic direction of its 2009-2014 Strategic Plan, and its Aims and Mission as stated in that document.

Our mission is;

"To promote and support a strong, effective and independent third sector in Redbridge"

We plan to succeed in the RedbridgeCVS mission by working to achieve the following aims:

- 1 Redbridge third sector to be strong partners when working with local statutory bodies and promoting a positive vision of Redbridge.
- 2 Redbridge third sector to maintain its independence and flexibility.
- 3 RedbridgeCVS to be a credible and authoritative representative of the third sector.
- 4 RedbridgeCVS to be able to respond to Redbridge third sector support and development needs; enabling Redbridge 's third sector to grow to meet local needs.
- 5 RedbridgeCVS to encourage, support and facilitate the development of sustainable communities.
- 6 RedbridgeCVS to provide sound planning in order to continue the furtherance of our work with the third sector within the London Borough of Redbridge and across the North East London CVS Network.

It should be noted that these Aims are interrelated and in no particular order. It should also be noted that we use the term "third Sector" interchangeably with "voluntary and community sector" and we use this terminology to include social enterprises and faith based organisations.

The Strategic Plan contains a list of Objectives to be met in order to achieve the Aims, together with the planned outcomes that should arise from the successful achievement of each Aim.

The Strategic Plan is reviewed at each RedbridgeCVS Board of Trustees meeting and the organisation's performance is monitored against its objectives. The monitoring includes working to ensure the financial stability of the organisation is maintained and enhanced.

A copy is available on the charity's website and on request from the RedbridgeCVS office.

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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Statement of Directors' Responsibilities

Company law 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 Company and of the surplus or deficit of the Company for that year. In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- 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;
- Prepared the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS FOR VOLUNTARY SERVICE OF THE REDBRIDGE COUNCIL

We have audited the financial statements of The Redbridge Council for Voluntary Service for the year ended 31st March 2012 on pages [10] to [20]. 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 charity'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 charity's members those matters we are required to state to them in an auditor's 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 charity and the charity'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 Trustees' Responsibilities set out on page 8, the trustees (who are also the directors of the 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 (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

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 charity'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 financial and non-financial information in the trustees 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:

- Ø give a true and fair view of the state of the charity's affairs as at 31st March 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- Ø have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- Ø have been prepared in accordance with the requirements of the Companies Act 2006.

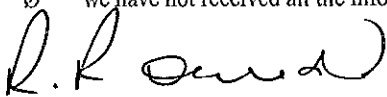
Opinion on other requirement of the Companies Act 2006

In our opinion the information given in the Trustees' Annual 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:

- Ø the charity has not kept adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- Ø the financial statements are not in agreement with the accounting records and returns; or
- Ø certain disclosures of trustees' remuneration specified by law are not made; or
- Ø we have not received all the information and explanations we require for our audit.



R R Oswald (Senior Statutory Auditor)

15th October 2012

For and on behalf of Appleby & Wood, Statutory Auditors
40 The Lock Building
72 High Street, Stratford
London E15 2QB

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 2012

	Notes	2012 £	2011 £
Income		1,073,414	1,692,486
Expenditure		<u>(1,039,636)</u>	<u>(1,555,291)</u>
Income less expenditure	2	33,778	137,195
Brought forward - beginning of year		660,552	523,357
Carried forward - end of year		<u>694,330</u>	<u>660,552</u>

No statement of total recognised gains or losses is required as these comprise the only surplus for the year.

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2012

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Incoming resources					
Incoming Resources from generated funds					
Generated Income		33,297	-	33,297	28,373
Investment Income		3,750	-	3,750	3,437
Incoming Resources from charitable activities					
Grants	3	118,031	918,336	1,036,367	1,660,676
Total incoming resources		155,078	918,336	1,073,414	1,692,486
Resources expended					
Cost of generating funds					
Charitable activities:					
Costs in furtherance of charities objects	4a	164,042	768,014	932,056	1,465,250
Delivery of contracts	4b	-	99,564	99,564	79,039
Governance costs	4c	7,428	588	8,016	11,002
Total resources expended		171,470	868,166	1,039,636	1,555,291
Net incoming resources for the year		(16,392)	50,170	33,778	137,195
Transfers				-	-
Brought forward - beginning of year		236,851	423,701	660,552	523,357
Carried forward - end of year		220,459	473,871	694,330	660,552

The notes on pages 13 to 20 form part of these financial statements.

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

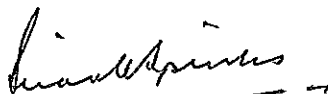
(A Company limited by guarantee) Registered No:2569614 Charity No:1005075

BALANCE SHEET AS AT 31ST MARCH 2012

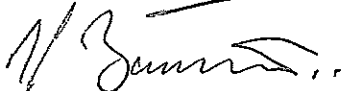
	Notes	£	2012	£	2011	£
Fixed assets						
Tangible assets	7			14,810		26,896
Current assets						
Debtors	8		43,522		27,231	
Cash at bank and in hand			<u>773,322</u>		<u>763,276</u>	
			816,844		790,507	
Creditors: amounts falling due within one year	9	(<u>137,324</u>)		<u>156,851</u>	
Net current assets				<u>679,520</u>		<u>633,656</u>
				<u>694,330</u>		<u>660,552</u>
Reserves						
Restricted funds	12			473,871		423,701
Unrestricted funds	12			<u>220,459</u>		<u>236,851</u>
				<u>694,330</u>		<u>660,552</u>

Approved by the board of directors on 5th October 2012 and signed on its behalf by:

Director



Director



Chief Officer



The notes on pages 13 to 20 form part of these financial statements.

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2012

1. Accounting policies

The following accounting policies have been applied consistently in dealing with the items which are considered material in relation to the Company's financial statements.

a) Basis of accounting

The financial statements have been prepared in accordance with the Companies Act 1985 and with applicable Accounting and Financial Reporting Standards. The financial statements comply with the Statement of Recommended Practice on Accounting by Charities 2005.

b) Tangible fixed assets

All fixed assets are shown at cost.

Depreciation is provided at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows:-

Office furniture and equipment	5 years	on a straight line basis
Computer equipment	3 years	on a straight line basis
Refurbishment Cost	5 years	sum of digit method

c) Redecoration costs

Redecoration costs on the buildings are written off in the year incurred.

d) Cash flow statement

The company has taken advantage of the exemption from the requirement to prepare a cash flow statement on the grounds that it is a small company as defined by section 382 of the Companies Act 2006.

e) Expenditure

In order to reflect expenditure incurred in pursuance of the Company's principal objectives, expenditure is split between management and administration expenditure and support costs. Management and administration expenditure covers professional fees, recruitment costs, bank charges, sundry expenses and a relevant proportion of the administrator's salary.

f) Reserves

Trustees must act reasonably and prudently in all matters relating to the charity. Prudent management means that the trustees should ensure that the charity is not operating recklessly and is able to meet its obligations in relation to its clients, creditors and employees. Accordingly, each year the directors review the adequacy of the company's reserves, bearing in mind such matters as the predicted level of funding receivable in the following year, capital expenditure commitments, lease obligations and future services to be provided by the company.

g) Pensions

Pension costs are paid into a defined non- contribution scheme and are charged into the financial statements when incurred.

Rates	Employer	5%	2012	2011
			£	£
Amount paid in year	Employer		25,151	37,738
	Employees		5,293	3,894
			<u>30,444</u>	<u>41,632</u>

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2012

	2012	2011
	£	£
2. Surplus for the year		
Surplus for the year is stated after charging:		
Depreciation for tangible fixed assets	13,371	16,128
Auditors' Remuneration	4,824	4,815
Staff Costs	627,143	1,133,093

3. Incoming resources - grants, fees and donations

Included in the figures for grants are the following amounts received, or accounted for, in the year:

	01.04.11	Receivable	Deferred	2012
	£	in the year	£	£
London Borough of Redbridge - Strategic Partners	-	66,975	-	66,975
London Borough of Redbridge - Public and Voluntary Sector Partnership	-	7,306	-	7,306
London Borough of Redbridge - Volunteer Project	-	-	-	-
NHS Redbridge - Health Partnership Posts	-	117,191	(6,730)	110,461
London Borough of Redbridge - Redbridge i	-	-	-	-
London Borough of Redbridge - Redbridge Children and Young People's Network	-	-	-	-
Department of Health - Mental Health Training	-	-	-	-
London Council - Stepping Stones	14,847	202,191	-	217,038
London Borough of Redbridge - Compact	1,000	4,500	-	5,500
Big Lottery- BASIS	-	162,433	(14,620)	147,813
Big Lottery- Supporting Change	-	10,000	(10,000)	-
NHS Redbridge - Mental Health Project	-	61,784	(5,000)	56,784
NHS Redbridge - Children's Network	-	-	-	-
NHS Redbridge - Exercise Project	18,265	67,514	(5,290)	80,489
Skills Funding Agency - NLDC	-	45,230	-	45,230
Metropolitan Police Authority	-	43,750	-	43,750
London Borough of Redbridge - LINK	-	134,420	(17,086)	117,334
London Borough of Redbridge - LINK Roma	-	-	-	-
Capacity Builders - Change Up	-	-	-	-
Capacity Builders - East London Training Consortium	-	-	-	-
Department of Work and Pensions - Future Jobs Fund	38,050	-	-	38,050
London Borough of Redbridge - Tackling Extremism	9,869	-	-	9,869
London Borough of Redbridge - LPSA - Volunteering	-	70,577	-	70,577
Charities Aid Foundation - Access to Volunteering	5,000	-	(4,765)	235
London Council Barking & Dagenham	-	18,956	-	18,956
	<u>87,031</u>	<u>1,012,827</u>	<u>(63,491)</u>	<u>1,036,367</u>

These funds have been received by the company in order to discharge some of its charitable functions as defined in the company's Memorandum and Articles of Association.

All grants were received for the purpose of paying for salaries and running costs and were fully committed or expended.

4a. Resources expended- costs in furtherance of the charity's objectives

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2012	2011
	£	£	£	£
Support costs	67,257	314,886	382,143	600,753
Development and Training	44,291	207,364	251,655	395,618
Advice and Information	9,843	46,081	55,923	87,915
Community Liaison	-	-	-	-
Policy and Planning	42,651	199,684	242,335	380,965
	<u>164,042</u>	<u>768,014</u>	<u>932,056</u>	<u>1,465,251</u>

Advice & Information includes Consultancy work.

4b. Delivery of contract

Funding received for project to be partly delivered by external organisations.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2012

	Description, Nature and purpose of the fund
London Borough of Redbridge - Strategic Partners	Capacity Building and support to the voluntary and community sector.
London Borough of Redbridge - Public and Voluntary Sector Partnership	Support to the Voluntary and community sector representatives on this committee, including managing the election of vcs representatives.
NHS Redbridge - Volunteer Project	To support the greater use of volunteers by local NHS bodies
NHS Redbridge - Mental Health Project	Provide a Community Development Worker to work with the BME voluntary and community sector on mental health issues.
NHS Redbridge - "Fit For Fun" Exercise Project	Encourage people to exercise regularly - Particularly groups at high risk of suffering health inequalities.
Skills Funding Agency - NLDC	Specialist support services to local third sector training providers including access to accreditation.
Metropolitan Police Authority	To help local people engage with the Police the Council and each other in Constructive debate about local policing, crime and community safety.
NHS Redbridge - Health Partnerships	Project to enhance partnership working between voluntary and community groups and local NHS bodies.
Big Lottery - BASIS	To provide a range of capacity building services to local voluntary and community groups in partnership with the Redbridge ChangeUp consortium.
London Borough of Redbridge - LPSA	To act as a brokerage service creating a range of new volunteer opportunities.
London Borough of Redbridge - Link	To enhance the involvement and engagement of users of services, carers, patients about the development of NHS and local authority services (adults).

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2012

	Description, Nature and purpose of the fund
DWP - East London Training Consortium ("East Tenders")	DWP Future Jobs Fund contract - in partnership with London Borough of Redbridge
London Council - Stepping Stones	Stepping Stones partnership offers services to parents who are interested in returning to work or training. The project provides independent advice and a flexible package of support.
London Borough of Redbridge - Tackling Extremism	Deliver activity to reduce crime and disorder. Focus on preventing violent extremism through the context of community engagement.
Charities Aid Foundation - Access to Volunteering	The purpose of this grant is to encourage more local organisations to consider placements for disabled volunteers.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2012

4c. Resources expended (continued)

Governance Costs

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Audit fees	4,236	588	4,824	4,815
Recruitment costs	-	-	-	3,746
Legal and Professional fees	1,956	-	1,956	1,024
Bank charges	1,236	-	1,236	1,417
	<u>7,428</u>	<u>588</u>	<u>8,016</u>	<u>11,002</u>

5. Staff costs

Employee costs during the year amounted to:

	2012 £	2011 £
Wages and salaries	543,029	1,023,594
Employer national insurance contributions	53,670	67,867
Pension contributions	30,444	41,632
	<u>627,143</u>	<u>1,133,093</u>

No employee earned £60,000 per annum or more.

The average full time equivalent persons employed by the company during the year, analysed by function, was as follows:

	2012	2011
Provision of service and support	14	11
Management and administration	21	50
	<u>35</u>	<u>61</u>

6. Directors' remuneration

There was no remuneration in respect of directors or trustees.

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2012

7. Tangible fixed Assets

	Computer Equipment £	Refurbishment Office	Furniture Equipment £	Total £
Cost				
As at 01 April 2011	37,011	42,022	66,983	146,016
Additions	1,285	-	-	1,285
As at 31 March 2012	<u>38,296</u>	<u>42,022</u>	<u>66,983</u>	<u>147,301</u>
Depreciation				
As at 01 April 2011	34,978	25,213	58,929	119,120
Charge	2,398	8,404	2,569	13,371
As at 31 March 2012	<u>37,376</u>	<u>33,617</u>	<u>61,498</u>	<u>132,491</u>
Net book value 31.3.12	<u>920</u>	<u>8,405</u>	<u>5,485</u>	<u>14,810</u>
Net book value 31.3.11	2,033	16,809	8,054	26,896

All the fixed assets are used in the management and administration of the charity.

8. Debtors

The following are included in the net book value of debtors:

	2012 £	2011 £
Amounts falling due within one year:		
Prepayments and accrued income	4,688	-
Grant debtors	<u>38,834</u>	<u>27,231</u>
	<u>43,522</u>	<u>27,231</u>

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2012

9. Creditors: amounts falling due within one year

The following are included in creditors falling due within one year:

	2012 £	2011 £
Trade creditors	69,429	65,416
Deferred income	63,491	87,031
Accruals and other creditors	4,404	4,404
	<u>137,324</u>	<u>156,851</u>

10. Commitments

At 31st March 2012 the company has an annual commitment in non cancellable operating leases as follows:

	Land/ Buildings 2012	Land/ Buildings 2011
Operating leases which expire:		
Within one year	33,000	33,000
Within two to five years	63,096	71,500
	<u> </u>	<u> </u>

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

(A Company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2012

	Unrestricted Funds £	Restricted Funds £	Total Funds £
11 Analysis of net assets between funds			
Tangible fixed assets	-	14,810	14,810
Current assets	224,863	591,981	816,844
Current liabilities	(4,404)	(132,920)	(137,324)
Net assets as at 31 March 2012	<u>220,459</u>	<u>473,871</u>	<u>694,330</u>

12 Movements in funds

	01.04.11 £	Incoming Resources £	Outgoing Resources £	Transfers £	31.03.12 £
Unrestricted funds					
General funds	<u>236,851</u>	155,078	(171,470)	-	<u>220,459</u>
Restricted funds					
Support costs	3,960,598	918,336	(239,738)	-	4,639,196
Staff costs	(3,457,350)	-	(627,143)	-	(4,084,493)
Computer equipment	20,390	-	(1,285)	-	19,105
Other fixed assets	13,646	-	-	-	13,646
Transfer from Unrestricted funds	(113,583)	-	-	-	(113,583)
	<u>423,701</u>	918,336	(868,166)	-	<u>473,871</u>

THE REDBRIDGE COUNCIL FOR VOLUNTARY SERVICE

(A Company limited by guarantee)

DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 2012

	2012		2011	
	£	£	£	£
Income				
Grants		1,036,367		1,660,676
Bank interest receivable		3,750		3,437
Earned income		33,297		28,373
		<u>1,073,414</u>		<u>1,692,486</u>
Expenditure				
Indirect Expenditure				
Audit & accountancy fees	4,824		4,815	
Recruitment costs	-		3,746	
Legal and professional fees	1,956		1,024	
Bank charges	1,236		1,417	
		<u>(8,016)</u>		<u>(11,002)</u>
Income less indirect expenditure		1,065,398		1,681,484
Direct Charitable Expenditure				
Salaries and NIC	596,699		1,091,461	
Pension contributions	30,444		41,632	
Rent, rates and service charge	56,827		53,701	
Other premises costs	17,655		18,588	
Insurance	3,144		3,052	
Telephone	5,531		6,172	
Printing, postage and stationery	22,029		25,634	
Information and publications	2,718		5,531	
Subscriptions	3,723		3,198	
External trainers fees	83,136		71,121	
Consultancy	35,495		39,000	
Equipment repairs and maintenance	-		3,620	
Travelling expenses	2,762		8,556	
Volunteers expenses	1,623		1,042	
Training	9,320		30,235	
Computer expenses	16,803		11,785	
Meetings & conferences	10,092		14,975	
Depreciation	13,371		16,128	
Sundry expenses	19,994		19,819	
Equipment purchase	690		-	
Delivery of contract	99,564		79,039	
		<u>(1,031,620)</u>		<u>(1,544,289)</u>
Surplus for the year		<u>33,778</u>		<u>137,195</u>

This page does not form part of the financial statements.