

**Charity No: 1133145**

**Company No: 06960313**

**HELP ON YOUR DOORSTEP**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2017**

**Help on Your Doorstep**  
**For the year ended 31 March 2017**

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**Help on Your Doorstep  
For the Year Ended 31 March 2017**

**Legal and administrative details**

**Board of Trustees**

Andy Murphy (Stood down as Treasurer and appointed Chair on 5<sup>th</sup> September 2017)  
Frances Carter (Stood down Chair on 5<sup>th</sup> September 2017 )  
Phil Kelly  
Matthew Humphrey MBE

(All appointed as Trustees on 13<sup>th</sup> July 2009)

Don Kehoe (Appointed 21<sup>st</sup> October 2010, Appointed Treasurer on 5<sup>th</sup> September 2017)  
Colin Adams MBE (Appointed 9<sup>th</sup> December 2010)  
Sorrel Brookes (Appointed 2<sup>nd</sup> March 2017)  
Nicola Steuer (Appointed 2<sup>nd</sup> March 2017)

**Senior management**

Ken Kanu - Executive Director, Company Secretary  
Denise Ward - Operations Manager

**Company number**

1133145.

**Registered charity number (England and Wales)**

6960313.

**Registered Office**

13 Elliott's Place,  
London  
N1 8HX

**Bankers**

Co-operative Bank  
P.O.Box 250  
Delf House  
Skelmersdale  
WN8 6WT

**Auditors**

Goldwins Limited  
75 Maygrove Road  
West Hampstead  
London NW6 2EG

## Trustees' report 2017

FOR THE YEAR ENDED 31 MARCH 2017

The Trustees are pleased to present their Report and Accounts for Help on Your Doorstep (the "Charity") for the year ended 31 March 2017.

### **Structure, governance and management**

Help on Your Doorstep was founded and incorporated in 2009. Help on Your Doorstep is governed by the Board of Trustees who are appointed as prescribed by the Articles of Association dated 1<sup>st</sup> July 2009. The Board of Trustees, who are also directors of the charity for the purposes of the Companies Act have the sole and entire responsibility for the management of the business of Help on Your Doorstep. The company is limited by guarantee and members are required to contribute £10 in the event of a winding up.

Trustees are recruited in a variety of ways involving exploration of the field of potential candidates, including open recruitment and recommendation from existing Trustees and partner organisations. Potential Trustees are scrutinised by the Chair and company secretary before being proposed as a Trustee. All new Trustees are provided with an induction to Help on Your Doorstep. Board of Trustee meetings are held four times a year. One of these meetings is used to review performance over the past year including Board performance, and agree key objectives for the coming year.

The day-to-day running of Help on Your Doorstep and the exercise of executive responsibility is delegated to the Director.

### **Public benefit**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The objective of Help on Your Doorstep is the prevention and relief of poverty in deprived areas by providing a proactive outreach service that connects residents with the local services that they want and need.

Help on Your Doorstep has developed its strategic plans to ensure that it provides public benefit and achieves its objectives as set out in Help on Your Doorstep's governing document. The benefit that Help on Your Doorstep brings to the public is delivered in the following ways

- Delivering outreach services in parts of Islington with high levels of deprivation aimed at helping local residents to access advice and support services, which will improve their wellbeing and life chances.
- Delivering Good Neighbours Initiatives, which supports local people who may experience barriers to community participation and facilitate opportunities for them to volunteer in their own local neighbourhood.
- Working with communities to deliver activities that enhance health and wellbeing

## Help on Your Doorstep

### For the Year Ended 31 March 2017

- Administering grants to individuals to alleviate financial hardship and to improve wellbeing and life chances
- Undertaking community research to ensure that the communities that we work with are able to influence the services that they receive.
- Sharing our intelligence gained from outreach and referral activity with others to help shape service provision and policy in order to improve the wellbeing and life chances of residents living in deprived neighbourhoods.

### Mission, values and objectives

#### Our Mission

We aim to make a difference to health and well being in the communities we serve by empowering individuals to overcome the barriers they face and improve their lives. We shall do this through pro-active engagement with local people, professional provision of information, advice and guidance and in partnership with local service providers.

#### Our Values

- **Professional:** in the way that we deliver our services.
- **Empowering:** in our approach to working with individuals.
- **Rooted in the communities that we serve:** So that we are informed and responsive.
- **Quality:** underpins our provision of information, advice and referrals.
- **Equally accessible:** through being approachable and non judgemental.
- **Informed:** As a result of our commitment to the continuous review of the needs of communities

#### Our Strategic Objectives

- Deliver services that reach and support those who need help most
- Deliver and promote services with a preventative focus
- Deliver and promote services that empower residents and improve their confidence, skills and resilience
- Support the development of strong communities
- Develop and sustain a skilled and well supported workforce
- Achieve ongoing financial stability and optimise our use of resources

### Principal activities

The principal activities of Help on Your Doorstep during the year were:

- Undertaking outreach and resident engagement in neighbourhoods of Islington with high levels of disadvantage. The service uses a model of systematic, door knocking geared towards identifying and empowering people with support needs including those who are vulnerable and disengaged.
- Referral of clients to social welfare services and the provision of follow up support to ensure that referrals are 'resolved'. Services to which clients are referred to include those that provide support and advice on issues such as debt, financial hardship, unemployment, welfare benefits issues housing problems and health issues.

## Help on Your Doorstep

### For the Year Ended 31 March 2017

- Providing information, advice, guidance, support and advocacy to clients at local community based offices.
- Service promotion on behalf of advice and support agencies to improve their penetration into 'harder to reach' communities. In 2016/17 we worked in partnership with Whittington Hospital NHS Trust to promote self-management services to Islington residents
- Supporting other local organisations through the sharing of local intelligence, partnership working and addressing local priorities
- Delivering Good Neighbour Schemes in Islington neighbourhoods. In 2016/17 we added two new Good Neighbour Schemes (Andover GNS and Bemerton GNS) to our two existing schemes (Canonbury GNS and South Barnsbury GNS) to engage and support local people into local volunteering activities, community participation and local activities that enhance community health and wellbeing.
- Addressing financial hardship experienced by individuals through the management of individual grants funds on behalf of Richard Cloudesley's Charity and referrals into Islington's Local Welfare Fund, the Resident Support Scheme

## Achievements

- **Connect outreach and referral service:** 1,302 people were assisted to get help from partner advice and support services in the 12 month period between April 2016 and March 2017. 2,311 referrals were made to partner services and our teams provided an additional 1,028 instances of direct support such as advocacy, help with forms, information and advice. According to our clients' feedback, 92% of referrals resulted in positive outcomes in that issues were resolved, or had improved or were being addressed with ongoing support from a specialist agency.
- Four **Good Neighbour Schemes** delivered in Canonbury (New River Green Estate), South Barnsbury, Andover Estate and Bemerton Estate, tackled isolation, facilitated community activities, promoted community wellbeing and involved residents in volunteering opportunities. Over 400 residents participated in regular weekly activities and 550 residents attended community events aimed at strengthening local connections and community spirit. The results of a survey of regular participants showed that **90%** of respondents said that they had made new friends as a direct result of being involved with the scheme. **70%** had a more positive view of their community and almost half said that they felt less isolated.
- **Community research:** Help on your Doorstep undertook a six month research project on behalf of Islington Clinical Commissioning Group (CCG) aimed at gathering resident feedback on their use and experience of local health services. 135 resident participated in semi structured interviews and were supported by Help on Your Doorstep with social welfare issues where needed. The report, which was submitted to the CCG in April with a set of recommendations, is being used to inform planning of local health services.
- Help on Your Doorstep began delivering weekly **IAG sessions from GP surgeries** in Islington in 2016. The initial pilot was delivered in Killick Street Health Centre and has since rolled out to three other GP practices.

## Help on Your Doorstep

For the Year Ended 31 March 2017

- As part of a **Local Sustainability Funded** organisational change project, Help on Your Doorstep developed handheld referral devices that can be used during door to door outreach to input client and referral information and send directly to partner services. This development has enabled us to meet residents' needs more responsively and efficiently. Other change activities delivered during the year included strategic planning, service remodelling - incorporating more preventative interventions within services, staff learning and development, diversification of income streams and improving impact measurement

### Reserves

At the end of the year Help on Your Doorstep achieved a surplus across all funds of £17,643 (2016: £5,053). The total funds carried forward was £43,688 (2016: £26,026) of which £28,150 (2016: £16,671) was restricted funds.

The current reserves policy, approved by the Trustees, is to build up and maintain free reserves of at least one month's average expenditure, up to a maximum of £100,000. This is to mitigate the risk of insolvency and provide a fund for future infrastructure replacement and business growth activities. Free reserves are defined as that part of the charity's unrestricted funds that is freely available to spend on any of the charity's purposes. This excludes restricted income funds, tangible fixed assets and amounts designated for essential future spending.

At the end of the year free reserves amounted to £11,871. This was an increase over the position at the end of 2015/16 but a long way from the minimum desired position

The Trustees' expectation is that reserves can only feasibly be increased through a combination of:

- Active fundraising from donors;
- Applying a "full-cost-recovery-plus" approach to pricing of tenders; and
- In the future, developing traded services such as the provision of consultancy, that are consistent with our charitable aims

Therefore, during 2016/17 the Help on Your Doorstep undertook an organisational change programme aimed at strengthening our contract readiness and creating new opportunities for earned income. As a result, the charity secured two new multiyear community wellbeing contracts from the Local Authority/CCG and earned income from carrying out three community research projects. Help on Your Doorstep will continue to pursue this approach, where opportunities are consistent with our aims, and prioritise the building up of reserves to achieve our stated targets.

The Trustees are aware of the risks that low reserves present in terms of being able to respond quickly to unforeseen events, such as cuts in external funding. Therefore, the Trustees continue to develop and review contingency plans that can be implemented in the event of funding reductions, to quickly reduce expenditure and safeguard the financial position of the organisation.

**Help on Your Doorstep**  
**For the Year Ended 31 March 2017**

**Principal risks and uncertainties**

The Board Finance and Risk Committee is responsible for ensuring that organisational risks are satisfactorily identified and managed and confirms this to the full Board of Trustees. Help on Your Doorstep maintains a formal risk-management process in accordance with guidance from the Charity Commission. An organisational risk register is updated and reviewed on a quarterly basis by the Finance and Risk Committee in order to determine whether all material risks have been adequately identified and assessed and whether appropriate mitigating actions are in place and are effective.

In addition to the risk related to reserves, the principle risks that we have identified as having a serious potential impact on our performance, future prospects and reputation are:

<u>Risk</u>	<u>Mitigating actions</u>
Funding reductions or failure to replace grants that reach the end of their term leading to insufficient resources to meet obligations	Rolling contingency planning for grants due to end in the next 18 months  Effective relationship management with existing funders in order to understand their medium and longer term intentions and challenges  Diversification of income streams and increased contract delivery
Serious injury or fatality as a result of violence towards staff	Robust health and safety procedures for lone working and door knocking  Risk assessments and incident reporting procedures  Personal safety training for all staff  Tracking and monitoring devices in use
Contract/project delivery failure resulting in the recovery of funds by funders/commissioners	Project management and effective monitoring approach to service delivery

**Remuneration policy for key management personnel**

The Finance and Risk Committee has the responsibility of considering the remuneration of the Executive Director as well determining the pay policy for all staff and the basis for any annual increases in pay. The committee which is made up of the Treasurer, the Chair and at



## **Help on Your Doorstep**

### **For the Year Ended 31 March 2017**

least one other trustee makes recommendations to the full board for approval. The Board and the Finance and Risk Committee operate within the powers and constitutional arrangements as set out in the Articles of Association and Committee terms of reference.

When making recommendations, the Committee will draw on relevant internal and external information regarding staff remuneration. Staff remuneration does not include any share options or long-term incentive schemes. The pension provisions for the Executive Director team are on the same terms as other employees.

### **Trustees' Responsibilities**

The trustees (who are also directors of Help on Your Doorstep for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice.)

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

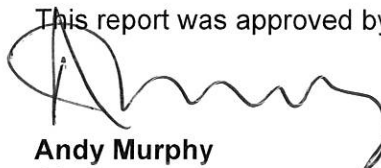
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report was approved by the Board of Trustees on and signed on its behalf by:



**Andy Murphy**  
Chair

27 / 11 / 2017

## **Help on Your Doorstep**

### **Independent Auditor's Report to the Members of Help on Your Doorstep**

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We have audited the financial statements of Help on Your Doorstep for the year ended 31 March 2017 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash flows 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 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 auditor**

As explained more fully in the Trustees' Responsibilities Statement, 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 (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 misstatements, 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 Trustees' Annual Report to identify material inconsistencies with the audited financial statements 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 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 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 requirements of the Companies Act 2006.

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Independent Auditor's Report to the Members of Help on Your Doorstep**

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**Opinion on other matter prescribed by 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:

- 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 financial statements 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.

*Anthony Epton*

**Anthony Epton (Senior Statutory Auditor)  
for and on behalf of  
Goldwins Limited  
Statutory Auditor  
Chartered Accountants  
75 Maygrove Road  
West Hampstead  
London NW6 2EG**

*27 November 2017*

## Help on Your Doorstep

### Statement of financial activities (incorporating an Income and Expenditure Account) For the year ended 31 March 2017

	Note	Unrestricted Funds £	Restricted Funds £	2017 Total £	2016 Total £
<b>Income from:</b>					
Donations and legacies	2	125,910	-	<b>125,910</b>	161,281
Charitable activities	3				
Connect services		214,500	87,768	<b>302,268</b>	348,765
Community participation and wellbeing		70,752	76,339	<b>147,091</b>	109,494
Community research projects		45,000	-	<b>45,000</b>	-
Promoting the service model		-	67,698	<b>67,698</b>	8,443
Investment income	4	48	-	<b>48</b>	108
<b>Total income</b>		<b>456,210</b>	<b>231,805</b>	<b>688,015</b>	628,091
<b>Expenditure on:</b>					
Raising funds		860	-	<b>860</b>	4,216
Charitable activities	5				
Connect services		305,900	86,365	<b>392,265</b>	464,972
Community participation and wellbeing		79,799	72,517	<b>152,316</b>	125,785
Community research projects		31,891	-	<b>31,891</b>	-
Promoting the service model		33,379	59,662	<b>93,041</b>	28,065
<b>Total expenditure</b>		<b>451,829</b>	<b>218,544</b>	<b>670,373</b>	623,038
<b>Net income for the year</b>	6	4,381	13,261	<b>17,642</b>	5,053
Transfers between funds		1,782	(1,782)	-	-
<b>Net movement in funds</b>	6	<b>6,163</b>	<b>11,479</b>	<b>17,642</b>	5,053
<b>Reconciliation of funds</b>					
Total funds brought forward		9,355	16,671	<b>26,026</b>	20,973
<b>Total funds carried forward</b>	16	<b>15,518</b>	<b>28,150</b>	<b>43,668</b>	26,026

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. The attached notes form part of these financial statements.

## Help on Your Doorstep

### Balance sheet As at 31 March 2017

	Note	2017 £	£	2016 £	£
<b>Fixed assets</b>					
Tangible fixed assets	11		<b>3,647</b>		652
<b>Current assets</b>					
Debtors	12	<b>31,722</b>		11,481	
Cash at bank and in hand		<b>150,253</b>		<b>71,407</b>	
		<b>181,975</b>		<b>82,888</b>	
<b>Creditors: amounts due within 1 year</b>	13	<b>(141,954)</b>		<b>(57,514)</b>	
<b>Net current assets</b>			<b>40,021</b>		<b>25,374</b>
<b>Net assets</b>	15		<b>43,668</b>		<b>26,026</b>
<b>Funds</b>	16				
Restricted funds			<b>28,150</b>		16,671
Unrestricted Funds					
Designated funds			<b>3,647</b>		652
General funds			<b>11,871</b>		<b>8,703</b>
<b>Total Funds</b>			<b>43,668</b>		<b>26,026</b>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and were approved and signed on behalf of the Board of Trustees by:



Andy Murphy  
Chair

27 / 11 / 2017

The notes to the accounts form part of these financial statements

## Help on Your Doorstep

### Statement of cash flows For the year ended 31 March 2017

	Note	2017 £	2016 £
<b>Cash flows from operating activities</b>			
<b>Net cash provided by operating activities</b>	17	<b>84,269</b>	23,098
<b>Cash flows from investing activities:</b>			
Interest/ rent/ dividends from investments		48	108
(Purchase) of fixed assets		<u>(5,471)</u>	<u>-</u>
<b>Cash provided by investing activities</b>		<u><b>(5,423)</b></u>	<u>108</u>
<b>Change in cash and cash equivalents in the year</b>		<b>78,846</b>	23,206
Cash and cash equivalents at the beginning of the year		<u>71,407</u>	<u>48,201</u>
<b>Cash and cash equivalents at the end of the year</b>	18	<u><u><b>150,253</b></u></u>	<u><u>71,407</u></u>

# Help on Your Doorstep

## Notes to the Financial Statements For the Year Ended 31 March 2017

### 1 Accounting Policies

#### a Basis of preparation of financial statements

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) and the Companies Act 2006.

The charitable company 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 or note.

#### b Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

#### c Income

Income, including income from government and other grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Grants are credited to income when they are receivable unless they are for activities relating specifically to a specific future period, in which case they are deferred to that period. Income received under contracts for services is recognised in the financial statements in proportion to the percentage of completion of the contract.

#### d Donations of gifts, services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects undertaken by the charity.

# Help on Your Doorstep

## Notes to the Financial Statements For the Year Ended 31 March 2017

### 1 Accounting Policies (continued)

#### g 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 of trading costs and the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs of delivering services and other activities undertaken to further the purposes of the charity and their associated support costs. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with their use of resources.

Costs of premises and administration are allocated on a per capita basis as follows:

Raising funds	0.2%
Connect services	64.1%
Community participation and wellbeing	22.5%
Community research projects	4.5%
Promoting the service model	7.8%
Governance and support costs	0.9%

- Irrecoverable VAT is charged as a cost against the activity for which the

#### h Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs comprise the salary and overhead costs of the central function.

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on staff time, of the amount attributable to each activity

Raising funds	0.1%
Connect services	64.8%
Community participation and wellbeing	22.6%
Community research projects	4.6%
Promoting the service model	7.9%

#### i Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

#### j Tangible fixed assets and depreciation

Items of equipment are capitalised where the purchase price exceeds £400. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer & office equipment	33% straight line
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## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2017

#### 1 Accounting Policies (continued)

##### k Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

##### l 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.

##### m 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.

##### n 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.

##### o Pensions

The charitable company offers employees an auto enrolment pension scheme to which they make contributions unless they choose to opt out. The pension cost charge represents contributions payable by the charitable company to the scheme. The charitable company has no liability under the scheme other than for the payment of those contributions.

## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2017

#### 2 Income from donations and legacies

	Unrestricted £	Restricted £	2017 Total £	2016 Total £
Cripplegate Foundation	56,000	-	<b>56,000</b>	50,000
Islington Giving	40,000	-	<b>40,000</b>	60,000
29th May 1961 Charitable Trust	4,000	-	<b>4,000</b>	4,000
Lynn Foundation	-	-	-	500
PennyCress Trust	-	-	-	200
Waitrose	-	-	-	544
Allan Charitable Trust	500	-	<b>500</b>	-
Batten legacy	-	-	-	22,751
Gifts in kind	22,000	-	<b>22,000</b>	22,800
Department of Work and Pensions	3,020	-	<b>3,020</b>	-
Other donations	390	-	<b>390</b>	486
<b>Total donations and legacies 2017</b>	<b>125,910</b>	-	<b>125,910</b>	161,281
Total donations and legacies 2016	161,281	-		

The gifts in kind relate to office spaces received from three organisations (Cripplegate Foundation, Homes for Islington and the Peabody Trust) free of charge. These are based on estimates provided by these organisations as to how much the spaces would cost if available commercially.

#### 3 Income from charitable activities

	Unrestricted £	Restricted £	2017 Total £	2016 Total £
<b>Connect services</b>				
Connect centres (LB Islington)	214,500	-	<b>214,500</b>	200,000
Finsbury Park Connect (Richard Cloudesley)	-	27,638	<b>27,638</b>	46,556
Canonbury Connect (Rayne Foundation)	-	10,000	<b>10,000</b>	10,000
Archway Connect (Tudor Trust)	-	40,000	<b>40,000</b>	40,000
Welfare grants (Richard Cloudesley)	-	10,130	<b>10,130</b>	9,523
EC1 & Finsbury Park Connect (BIG)	-	-	-	42,686
<b>Total Connect services 2017</b>	<b>214,500</b>	<b>87,768</b>	<b>302,268</b>	348,765
Total Connect services 2016	200,000	148,765		

## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2017

#### 3 Income from charitable activities (continued)

	Unrestricted £	Restricted £	2017 Total £	2016 Total £
<b>Community participation and wellbeing</b>				
Canonbury good neighbour scheme (Islington Giving)	-	31,661	31,661	31,362
Kings Cross GNS (Islington giving & Peabody Trust)	-	29,678	29,678	9,615
New River Green community wellbeing (Islington CCG)	25,000	-	25,000	29,000
Andover community wellbeing (IHASS)	25,000	-	25,000	-
Caledonian community wellbeing				
--LB Islington	15,346	-	15,346	-
--Islington Giving		15,000	15,000	-
Smoking cessation (Whittington Hospital)	4,995	-	4,995	-
Activities (LB Islington)	-	-	-	1,000
Fees for classes and activities	411	-	411	517
Good neighbour scheme feasibility (Islington Giving & Peabody Trust)	-	-	-	38,000
<b>Total community 2017</b>	<b>70,752</b>	<b>76,339</b>	<b>147,091</b>	<b>109,494</b>
Total community 2016	30,517	78,977		
<b>Community research projects</b>				
Three advice projects reivew (Cripplegate)	15,000	-	15,000	-
Health Voice Islington (Islington CCG)	24,000	-	24,000	-
Tenant engagement (Barnsbury Housing Association)	6,000	-	6,000	-
<b>Total research 2017</b>	<b>45,000</b>	<b>-</b>	<b>45,000</b>	<b>-</b>
Total research 2016	-	-		
<b>Developing and promoting the service model</b>				
Sustainability development (BIG)	-	67,698	67,698	-
Partnership	-	-	-	500
Resident engagement trial (LBI)	-	-	-	7,943
<b>Total service model promotion 2017</b>	<b>-</b>	<b>67,698</b>	<b>67,698</b>	<b>8,443</b>
Total service model promotion 2016	8,443	-		
<b>Total income from charitable activities 2017</b>	<b>330,252</b>	<b>231,805</b>	<b>562,057</b>	<b>466,702</b>
Total income from charitable activities 2016	238,960	227,742		

## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2017

#### 4 Income from investments

	<b>Unrestricted</b>	<b>Restricted</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
Bank interest	<u>48</u>	<u>-</u>	<u>48</u>	<u>108</u>
<b>Total income from investments 2016</b>	<b><u>48</u></b>	<b><u>-</u></b>	<b><u>48</u></b>	<b><u>108</u></b>
Total income from investments 2015	<u>108</u>	<u>-</u>		

## Help on Your Doorstep

Notes to the Financial Statements  
For the Year Ended 31 March 2017

### 5 Analysis of expenditure

	Raising funds £	Connect services £	Community participation & wellbeing	Community research projects	Promoting the service	Governance £	Support costs	2017 Total £	2016 Total £
Salaries and employers' NI	465	317,950	118,224	27,406	50,777	426	5,535	520,783	482,039
Other staff costs and recruitment	4	3,687	864	137	16,898	11	1,803	23,404	15,861
Freelance and agency staff	19	7,936	2,783	562	969	41	70	12,380	13,416
Volunteers	1	1,176	422	330	52	2	3	1,986	2,782
Premises and equipment	-	21,721	792	2	6,773	1	1,568	30,857	26,956
Depreciation	-	-	-	-	-	-	2,476	2,476	2,599
Office costs	137	17,143	8,559	530	8,463	37	892	35,761	30,917
Project costs	218	3,791	16,930	2,162	7,800	2	3	30,906	33,750
Grants to individuals	-	8,131	-	-	-	-	-	8,131	10,105
Audit and compliance	-	-	-	-	-	3,689	-	3,689	4,613
	<b>844</b>	<b>381,535</b>	<b>148,574</b>	<b>31,129</b>	<b>91,732</b>	<b>4,209</b>	<b>12,350</b>	<b>670,373</b>	<b>623,038</b>
Support costs	12	8,003	2,791	568	976	-	(12,350)	-	-
Governance costs	4	2,727	951	194	333	(4,209)	-	-	-
<b>Total expenditure 2017</b>	<b>860</b>	<b>392,265</b>	<b>152,316</b>	<b>31,891</b>	<b>93,041</b>	<b>-</b>	<b>-</b>	<b>670,373</b>	<b>623,038</b>
Unrestricted expenditure 2016	4,216	28,065	312,907	54,745	54,745	-	-	-	-
Restricted expenditure 2016	-	-	152,065	71,040	71,040	-	-	-	-
<b>Total expenditure 2016</b>	<b>4,216</b>	<b>28,065</b>	<b>464,972</b>	<b>125,785</b>	<b>125,785</b>	<b>-</b>	<b>-</b>	<b>670,373</b>	<b>623,038</b>

Of the total expenditure, £451,829 was unrestricted (2016: £399,933) and £218,544 was restricted (2016: £223,105).

## Help on Your Doorstep

### Notes to the financial statements For the Year Ended 31 March 2017

#### 6 Net income for the year

This is stated after charging :

	2017	2016
	£	£
Depreciation	2,476	2,599
Auditors' remuneration:		
▪ Audit fees	<u>3,500</u>	<u>3,400</u>

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

Staff costs were as follows:

	2017	2016
	£	£
Salaries	474,173	443,068
Employers' National Insurance	41,848	37,631
Employer's pension contributions	<u>4,762</u>	<u>1,340</u>
	<u>520,783</u>	<u>482,039</u>

No employee earned greater than £60,000 during the year (2016: nil).

The total employee benefits including employer pension and NI contributions of the key management personnel were £66,381 (2016: £58,256).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2016: £nil). One trustee was reimbursed expenses of £136 during the year (2016: £270) and none received payment for professional or other services supplied to the charity (2016: £683).

#### 8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was 18 (2016: 18).

The average weekly number of employees (full-time equivalent) during the year was as follows:

	2017	2016
	No.	No.
Connect services	9.6	10.5
Community participation and wellbeing	3.4	2.8
Community research projects	0.7	-
Promoting the service	1.1	0.6
Governance and support	<u>0.2</u>	<u>0.5</u>
	<u>15.0</u>	<u>14.4</u>

## Help on Your Doorstep

### Notes to the financial statements For the Year Ended 31 March 2017

#### 9 Related party transactions

A number of trustees hold prominent positions in the grantor organisations. One trustee was the Governor of Cripplegate Foundation, one trustee was an Islington Council member and one trustee was a board member of St Lukes Parochial Trust.

Transactions with these organisations can be seen in note 2 & 3.

#### 10 Taxation

The society is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

#### 11 Tangible fixed assets

	Computer Equipment	Total
<b>Cost</b>		
At 1 April 2016	26,946	26,946
Additions in Year	5,471	5,471
	<hr/>	<hr/>
At 31 March 2017	32,417	32,417
	<hr/>	<hr/>
<b>Depreciation</b>		
At 1 April 2016	26,294	26,294
Charge for Year	2,476	2,476
	<hr/>	<hr/>
At 31 March 2017	28,770	28,770
	<hr/>	<hr/>
<b>Net Book Value</b>		
At 31 March 2017	<b>3,647</b>	<b>3,647</b>
	<hr/>	<hr/>
At 31 March 2016	652	652
	<hr/>	<hr/>

All tangible fixed assets are used to fulfil the charity's objects.

#### 12 Debtors

	2017 £	2016 £
Grants receivable	5,788	3,284
Trade debtors	6,000	500
Other debtors	4,477	2,527
Prepayments	15,457	5,170
	<hr/>	<hr/>
	<b>31,722</b>	11,481
	<hr/>	<hr/>

## Help on Your Doorstep

### Notes to the financial statements For the Year Ended 31 March 2017

#### 13 Creditors : amounts due within 1 year

	2017 £	2016 £
Taxation and Social Security	14,026	10,980
Trade creditors	20,649	4,019
Other creditors	30,215	441
Accruals	3,500	3,400
Deferred income	73,564	38,674
	<u>141,954</u>	<u>57,514</u>

#### 14 Deferred income

	2017 £	2016 £
As at April 2016	38,674	20,833
Released to income from charitable activities during the year	(38,674)	(20,833)
Deferred during the year	73,564	38,674
	<u>73,564</u>	<u>38,674</u>

#### 15 Analysis of net assets between funds

	General unrestricted	Designated £	Restricted £	Total funds £
Tangible Fixed Assets	-	3,647	-	3,647
Current Assets	137,647	-	44,328	181,975
Liabilities	(125,776)	-	(16,178)	(141,954)
<b>Net assets at 31 March 2017</b>	<u>11,871</u>	<u>3,647</u>	<u>28,150</u>	<u>43,668</u>



## Help on Your Doorstep

### Notes to the financial statements For the Year Ended 31 March 2017

#### 16 Movements in funds

	At 1 Apr 2016 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 Mar 2017 £
<b>Restricted funds</b>					
Finsbury Park Connect (Richard Cloudesley)	-	27,638	(27,638)	-	-
Canonbury Connect (Rayne Foundation)	-	10,000	(10,000)	-	-
Archway Connect (Tudor Trust)	-	40,000	(40,000)	-	-
Welfare grants (Richard Cloudesley)	9,648	10,130	(8,727)	-	<b>11,051</b>
Canonbury good neighbour scheme (Islington Giving)	(85)	31,661	(31,510)	-	<b>66</b>
Kings Cross GNS (Islington Giving & Peabody Trust)	7,108	29,678	(36,007)	(609)	<b>170</b>
Caledonian community wellbeing (Islington Giving)	-	15,000	(5,000)	-	<b>10,000</b>
Sustainability development (BIG)	-	67,698	(59,662)	(1,173)	<b>6,863</b>
<b>Total restricted funds</b>	<b>16,671</b>	<b>231,805</b>	<b>(218,544)</b>	<b>(1,782)</b>	<b>28,150</b>
<b>Unrestricted funds</b>					
<i>Designated funds</i>					
Depreciation fund	652	-	(2,476)	5,471	<b>3,647</b>
<i>Total designated funds</i>	652	-	(2,476)	5,471	<b>3,647</b>
General funds	8,703	456,210	(449,353)	(3,689)	<b>11,871</b>
<b>Total unrestricted funds</b>	<b>9,355</b>	<b>456,210</b>	<b>(451,829)</b>	<b>1,782</b>	<b>15,518</b>
<b>Total funds</b>	<b>26,026</b>	<b>688,015</b>	<b>(670,373)</b>	<b>-</b>	<b>43,668</b>

Transfers are made from restricted and unrestricted funds for the full amount of purchases of capital equipment to the depreciation fund. Depreciation of these assets is charged to that fund. The depreciation fund will always be equal to the net book value of the assets.

#### Purposes of restricted funds

Finsbury Park Connect (Richard Cloudesley)	A grant to contribute to the costs of running the Connect services in Finsbury Park and Canonbury.
Canonbury Connect (Rayne Foundation)	A grant was received to contribute to the cost of running the connect service in Canonbury.
Archway Connect (Tudor Trust)	A grant was received to contribute to the cost of running the connect service in Archway.
Welfare grants (Richard Cloudesley)	Richard Cloudesley have funded the ongoing provision of individual grants to Islington residents with health conditions who are experiencing financial hardship.

## Help on Your Doorstep

### Notes to the financial statements For the Year Ended 31 March 2017

#### Purposes of restricted funds (continued)

Canonbury good neighbour scheme (Islington Giving)	Islington Giving Good Neighbour Scheme awarded a grant to deliver a project in Canonbury to develop local community volunteering opportunities for local people.
Kings Cross GNS (Islington Giving & Peabody Trust)	Funding was received for the development and delivery of a project in Barnsbury and Caledonian wards to support community participation and volunteering for local people.
Sustainability development (BIG)	Funding was received from the Local Sustainability Fund to support an internal organisational change programme aimed at developing more sustainable ways of working

#### 17 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2017 £	2016 £
<b>Net income for the reporting period (as per the statement of financial activities)</b>	<b>17,642</b>	5,053
Depreciation	2,476	2,599
Interest, rent and dividends from investments	(48)	(108)
(Increase)/decrease in debtors	(20,241)	2,190
Increase in creditors	84,440	13,364
<b>Net cash provided by / (used in) operating activities</b>	<b>84,269</b>	23,098

#### 18 Analysis of cash and cash equivalents

	2017 £	2016 £
Cash at bank and in hand	150,253	71,407
	<u>150,253</u>	<u>71,407</u>

## Help on Your Doorstep

### Notes to the financial statements For the Year Ended 31 March 2017

#### 19 Analysis of assets and liabilities by funds of previous reporting period

	General unrestricted	Designated £	Restricted £	Total funds £
Tangible Fixed Assets	-	652	-	652
Current Assets	58,376	-	24,512	82,888
Liabilities	(49,673)	-	(7,841)	(57,514)
<b>Net assets at 31 March 2016</b>	<b>8,703</b>	<b>652</b>	<b>16,671</b>	<b>26,026</b>

#### 20 Details of movement in funds during the previous reporting period

	At 1 Apr 2015 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 Mar 2016 £
<b>Restricted funds</b>					
EC1 & Finsbury Park Connect (BIG)	2,036	42,686	(44,722)	-	-
Finsbury Park Connect (Richard Cloudesley)	-	46,556	(46,556)	-	-
Canonbury Connect (Rayne Foundation)	-	10,000	(10,000)	-	-
Archway Connect (Tudor Trust)	-	40,000	(40,000)	-	-
Good neighbour scheme (Islington Giving)	(915)	31,362	(30,532)	-	(85)
Kings Cross GNS (Islington Giving & Peabody Trust)	-	9,615	(2,507)	-	7,108
GNS feasibility (Islington Giving & Peabody Trust)	-	38,000	(38,000)	-	-
Welfare grants (Richard Cloudesley)	10,913	9,523	(10,788)	-	9,648
<b>Total restricted funds</b>	<b>12,034</b>	<b>227,742</b>	<b>(223,105)</b>	<b>-</b>	<b>16,671</b>
<b>Unrestricted funds</b>					
<i>Designated funds</i>					
Depreciation fund	3,251	-	(2,599)	-	652
<i>Total designated funds</i>	3,251	-	(2,599)	-	652
General funds	5,688	400,349	(397,334)	-	8,703
<b>Total unrestricted funds</b>	<b>8,939</b>	<b>400,349</b>	<b>(399,933)</b>	<b>-</b>	<b>9,355</b>
<b>Total funds</b>	<b>20,973</b>	<b>628,091</b>	<b>(623,038)</b>	<b>-</b>	<b>26,026</b>