

Charity No: 1133145

Company No: 06960313

**HELP ON YOUR DOORSTEP**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2016**

**Help on Your Doorstep**  
For the year ended 31 March 2016

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**Help on Your Doorstep**  
**For the year ended 31 March 2016**

**Legal and administrative details**

**Board of Trustees**

Frances Carter (Chair)  
Andy Murphy (Vice Chair, Treasurer)  
Phil Kelly  
Matthew Humphrey MBE

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

Don Kehoe (Appointed 21<sup>st</sup> October 2010)  
Colin Adams MBE (Appointed 9<sup>th</sup> December 2010)  
Rufiat Shomade (Appointed 8<sup>th</sup> September 2011)

**Senior management**

Ken Kanu - Executive Director, Company Secretary

**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

## **Help on Your Doorstep For the year ended 31 March 2016**

### **Trustees' report 2016**

The Trustees are pleased to present their Report and Accounts for Help on Your Doorstep (the "Charity") for the year ended 31 March 2016.

#### **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 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 services which undertake outreach in disadvantaged parts of Islington aimed at helping local residents to access advice and support services which will improve their wellbeing and life chances.
- Delivering Good Neighbours Initiatives which support 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 2016

- Administering grants to individuals to alleviate financial hardship and to improve wellbeing and life chances.
- 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 visible difference to health and wellbeing 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 2012 - 2017

- To increase the impact of our work in order to secure measurable improvements for our clients and value for money for funders
- To extend the impact of our work into new neighbourhoods
- To use our evidence to support partners in their shaping of service provision and policy in order to improve the wellbeing and life chances of residents living in deprived neighbourhoods
- To strengthen and diversify our funding base to secure a more sustainable future for the charity.

### Principal activities

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

- Undertaking outreach and resident engagement in disadvantaged neighbourhoods of Islington. 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 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 2016

- 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
- Supporting other local organisations through the sharing of local intelligence, partnership working and addressing local priorities
- Delivering Good Neighbour Schemes in Canonbury and South Barnsbury to engage and support local people into local volunteering activities and community participation
- 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
- Delivering a Community Health and Wellbeing project in the New River Green Estate on behalf of Islington Clinical Commissioning Group

### Achievements

- **Connect outreach and referral service:** 1,427 people were assisted to get help from partner advice and support services in the 12 month period between April 2015 and March 2016. 2,650 referrals were made to partner services and our teams provided an additional 1,177 instances of direct support such as advocacy, help with forms, information and advice to 541 clients. 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.
- **Involving volunteers:** 31 people volunteered on a regular basis within Help on Your Doorstep Connect services in the year. Our volunteers continue to engage in a range of activities including door-to-door outreach, in pairs or large groups; and administration of our supported referral processes which includes carrying out client follow-up calls and making appointments for clients.
- **The Good Neighbour Scheme** delivered in and around Canonbury's New River Green Estate, exists to tackle isolation and builds social capital through the facilitation of community activities and volunteering opportunities. In addition to the main purpose of mobilising the local community to tackle isolation and increase local community engagement, the project delivered a Clinical Commissioning Group (CCG) funded Health and Wellbeing project. Help on Your Doorstep also secured new funding from Peabody and Islington Giving to launch our second Good Neighbours scheme in South Barnsbury.
- **Targeted engagement:** Help on your Doorstep delivered a three month resident engagement project on behalf of the London Borough of Islington to promote financial capability support, IT skills programmes and employment support. Help on Your Doorstep also delivered a research project with local residents on behalf of Islington Clinical Commissioning Unit.

## **Help on Your Doorstep For the year ended 31 March 2016**

### **Reserves**

During the year Help on Your Doorstep achieved a surplus of just over £5,000 across all funds and broke even in respect of unrestricted 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 £8,703. This was an increase over the position at the end of 2014/15 but a long way from the minimum desired position (it should be noted that the free reserves figure of "£9,000" quoted in the 2014/15 Trustees' Report was incorrect, as it included designated reserves).

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

There are very limited opportunities for pursuing the latter two options above. Therefore, during 2014/15 the Trustees agreed to invest £20,000 of free reserves in fundraising activity to mitigate the risk of reduced grants from statutory bodies in 2016/17 and beyond. Whilst this investment has achieved a degree of success the full benefits will take a considerable time to be realized.

The Trustees acknowledge that this is not an ideal situation and are aware of the risks this presents in terms of being able to respond quickly to unforeseen events, such as cuts in external funding. Therefore, the Trustees have developed contingency plans that can be implemented in the event of funding crises, to quickly reduce expenditure and safeguard the financial position of the organisation.

### **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.

**Help on Your Doorstep  
For the year ended 31 March 2016**

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	<p>Rolling contingency planning for grants due to end in the next 18 months</p> <p>Effective relationship management with existing funders in order to understand their medium and longer term intentions and challenges</p> <p>Diversification of income streams and increased contract delivery</p>
Serious injury or fatality as a result of violence towards staff	<p>Robust health and safety procedures for lone working and door knocking</p> <p>Risk assessments and incident reporting procedures</p> <p>Personal safety training for all staff</p> <p>Tracking and monitoring devices in use</p>
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 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 are on the same terms as other employees.



## Help on Your Doorstep For the year ended 31 March 2016

### 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 17.11.2016 and signed on its behalf by:



**Frances Carter**  
Chair

**Independent Auditor's Report  
To the Members of Help on Your Doorstep  
For the year ended 31 March 2016**

We have audited the financial statements of Help on Your Doorstep for the year ended 31 March 2016 which comprise the Statement of Financial Activities, the Balance Sheet, the 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 2016 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 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

*21 November 2016*

## Help on Your Doorstep

### Statement of financial activities (incorporating an Income and Expenditure Account) For the year ended 31 March 2016

	Note	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
<b>Income from:</b>					
Donations and legacies	2	161,281	-	161,281	132,642
Charitable activities	3				
Promoting the service model		8,443	-	8,443	725
Connect services		200,000	148,765	348,765	312,270
Community participation and wellbeing		30,517	78,977	109,494	85,130
Investment income	4	108	-	108	132
<b>Total income</b>		<b>400,349</b>	<b>227,742</b>	<b>628,091</b>	<b>530,899</b>
<b>Expenditure on:</b>					
Raising funds		4,216	-	4,216	17,828
Charitable activities	5				
Promoting the service model		28,065	-	28,065	19,291
Connect services		312,907	152,065	464,972	432,217
Community participation and wellbeing		54,745	71,040	125,785	88,944
<b>Total expenditure</b>		<b>399,933</b>	<b>223,105</b>	<b>623,038</b>	<b>558,280</b>
<b>Net movement in funds</b>	6	<b>416</b>	<b>4,637</b>	<b>5,053</b>	<b>(27,381)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		8,939	12,034	20,973	48,354
<b>Total funds carried forward</b>	16	<b>9,355</b>	<b>16,671</b>	<b>26,026</b>	<b>20,973</b>

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 2016

	Note	2016 £	£	2015 £	£
<b>Fixed assets</b>					
Tangible fixed assets	11		652		3,251
<b>Current assets</b>					
Debtors	12	11,481		13,671	
Cash at bank and in hand		<u>71,407</u>		<u>48,201</u>	
		82,888		61,872	
<b>Creditors: amounts due within 1 year</b>	13	<u>(57,514)</u>		<u>(44,150)</u>	
<b>Net current assets</b>			<u>25,374</u>		<u>17,722</u>
<b>Net assets</b>	15		<u>26,026</u>		<u>20,973</u>
<b>Funds</b>	16				
Restricted funds			16,671		12,034
Unrestricted Funds					
Designated funds			652		3,251
General funds			<u>8,703</u>		<u>5,688</u>
<b>Total Funds</b>			<u>26,026</u>		<u>20,973</u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and the Financial Reporting Standard for Smaller Entities (effective April 2008) and were approved and signed on behalf of the Board of Trustees by:



Frances Carter  
Chair

17.11.2016

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 2016

	Note	2016 £	2015 £
<b>Cash flows from operating activities</b>			
<b>Net cash provided by operating activities</b>	17	<b>23,098</b>	<b>(26,785)</b>
<b>Cash flows from investing activities:</b>			
Interest/ rent/ dividends from investments		108	132
(Purchase) of fixed assets		<u>-</u>	<u>(1,956)</u>
<b>Cash provided by investing activities</b>		<b><u>108</u></b>	<b><u>(1,824)</u></b>
<b>Change in cash and cash equivalents in the year</b>		<b>23,206</b>	<b>(28,609)</b>
Cash and cash equivalents at the beginning of the year		<u>48,201</u>	<u>76,810</u>
<b>Cash and cash equivalents at the end of the year</b>	18	<b><u><u>71,407</u></u></b>	<b><u><u>48,201</u></u></b>

## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2016

#### 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 Reconciliation with previously Generally Accepted Accounting Practice (GAAP)

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was required. The transition date was 1 April 2014.

##### c 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.

##### d 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.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

##### e 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.

# Help on Your Doorstep

## Notes to the Financial Statements For the Year Ended 31 March 2016

### 1 Accounting Policies (continued)

#### f 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.

#### g 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.

#### h 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%
Promoting the service model	4.1%
Connect services	72.5%
Community participation and wellbeing	19.1%
Governance and support costs	4.1%

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

#### i 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

Promoting the service model	5.4%
Connect services	70.0%
Community participation and wellbeing	24.6%

#### j Operating leases

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



## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2016

#### 1 Accounting Policies (continued)

##### k 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
-----------------------------	-------------------

##### l Debtors

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

##### m 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.

##### n 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.

##### o 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.

##### p 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 2016

#### 2 Income from donations and legacies

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Cripplegate Foundation	50,000	-	50,000	50,000
Islington Giving	60,000	-	60,000	50,000
29th May 1961 Charitable Trust	4,000	-	4,000	-
Lynn Foundation	500	-	500	-
PennyCress Trust	200	-	200	-
Waitrose	544	-	544	-
Allan Charitable Trust	-	-	-	1,500
Fishmongers' Company	-	-	-	1,500
Sainsburys	-	-	-	500
Batten legacy	22,751	-	22,751	-
Gifts in kind	22,800	-	22,800	22,800
Department of Work and Pensions	-	-	-	5,212
Other donations	486	-	486	1,130
<b>Total donations and legacies 2016</b>	<b>161,281</b>	<b>-</b>	<b>161,281</b>	<b>132,642</b>
Total donations and legacies 2016	132,642	-		

The gifts in kind relate to office spaces received from four organisations (Cripplegate Foundation, Homes for Islington, St Luke's Parochial Trust 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 £	2016 Total £	2015 Total £
<b>Promoting the service model</b>				
Partnership	500	-	500	725
Resident engagement trial (LBI)	7,943	-	7,943	-
<b>Total service model promotion 2016</b>	<b>8,443</b>	<b>-</b>	<b>8,443</b>	<b>725</b>
Total service model promotion 2015	725	-		
<b>Connect services</b>				
Centres (LB Islington)	200,000	-	200,000	192,500
EC1 & Finsbury Park Connect (BIG)	-	42,686	42,686	84,131
Finsbury Park Connect (Richard Cloudesley)	-	46,556	46,556	15,556
Canonbury Connect (Rayne Foundation)	-	10,000	10,000	-
Archway Connect (Tudor Trust)	-	40,000	40,000	-
Welfare grants (Richard Cloudesley)	-	9,523	9,523	20,083
<b>Total Connect services 2016</b>	<b>200,000</b>	<b>148,765</b>	<b>348,765</b>	<b>312,270</b>
Total Connect services 2015	-	312,270		

## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2016

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

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
<b>Community participation and wellbeing</b>				
Good neighbour scheme (Islington Giving)	-	31,362	31,362	30,579
Good neighbour scheme feasibility (Islington Giving & Peabody Trust)		38,000	38,000	-
Kings Cross GNS (Islington giving & Peabody Trust)		9,615	9,615	-
Community wellbeing (Islington CCG)	29,000	-	29,000	32,167
Activities (LB Islington)	1,000	-	1,000	1,200
Activities (Cripplegate)	-	-	-	614
Volunteers (J. Paul Getty Jnr Charitable Trust)	-	-	-	20,000
Fees for classes and activities	517	-	517	570
<b>Total community 2016</b>	<b>30,517</b>	<b>78,977</b>	<b>109,494</b>	<b>85,130</b>
Total community 2015	52,737	32,393		
<b>Total income from charitable activities 2016</b>	<b>238,960</b>	<b>227,742</b>	<b>466,702</b>	<b>398,125</b>
Total income from charitable activities 2015	53,462	344,663		

#### 4 Income from investments

	Unrestricted £	Restricted £	2016 Total £	2015 Total £
Bank interest	108	-	108	132
<b>Total income from investments 2016</b>	<b>108</b>	<b>-</b>	<b>108</b>	<b>132</b>
Total income from investments 2015	132	-		

## Help on Your Doorstep

### Notes to the Financial Statements For the Year Ended 31 March 2016

#### 5 Analysis of expenditure

	Raising funds £	Promoting the service £	Connect services	Community participation & wellbeing	Governance £	Support costs	2016 Total £	2015 Total £
Salaries and employers' NI	1,036	24,542	354,497	97,390	282	4,292	482,039	416,007
Other staff costs and recruitment	16	733	12,198	2,185	34	695	15,861	14,860
Freelance and agency staff	21	548	9,726	2,565	47	509	13,416	11,125
Volunteers	-	-	271	2,511	-	-	2,782	4,135
Premises and equipment	9	476	24,903	1,094	19	455	26,956	28,667
Depreciation	-	-	-	-	-	2,599	2,599	7,761
Office costs	660	820	24,763	5,138	108	(572)	30,917	28,881
Project costs	2,474	227	19,192	11,628	16	213	33,750	32,705
Grants to individuals	-	-	10,105	-	-	-	10,105	9,924
Audit and compliance	-	-	-	-	4,055	558	4,613	4,215
	<b>4,216</b>	<b>27,346</b>	<b>455,655</b>	<b>122,511</b>	<b>4,561</b>	<b>8,749</b>	<b>623,038</b>	<b>558,280</b>
Support costs	-	473	6,124	2,152	-	(8,749)	-	-
Governance costs	-	246	3,193	1,122	(4,561)	-	-	-
<b>Total expenditure 2016</b>	<b>4,216</b>	<b>28,065</b>	<b>464,972</b>	<b>125,785</b>	<b>-</b>	<b>-</b>	<b>623,038</b>	<b>558,280</b>
Unrestricted expenditure 2015	17,828	19,291	119,367	44,962	-	-	-	-
Restricted expenditure 2015	-	-	312,850	43,982	-	-	-	-
<b>Total expenditure 2015</b>	<b>17,828</b>	<b>19,291</b>	<b>432,217</b>	<b>88,944</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Of the total expenditure, £399,933 was unrestricted (2015: £201,448) and £223,105 was restricted (2015: £356,832).

## Help on Your Doorstep

Notes to the financial statements  
For the Year Ended 31 March 2016

### 6 Net income/(expenditure) for the year

This is stated after charging :

	2016	2015
	£	£
Depreciation	2,599	7,761
Auditors' remuneration:		
▪ Audit fees	3,400	3,300
	<u>3,400</u>	<u>3,300</u>

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

Staff costs were as follows:

	2016	2015
	£	£
Salaries	443,068	392,554
Employers' National Insurance	37,631	22,853
Employer's pension contributions	1,340	600
	<u>482,039</u>	<u>416,007</u>

No employee earned greater than £60,000 during the year (2015: nil).

The total employee benefits including pension contributions of the key management personnel were £55,102 (2015: £54,066).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2015: £nil). One trustee was reimbursed expenses of £270 during the year (2015: £180) and received payment for professional or other services supplied to the charity of £683 (2015: £317).

### 8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was 18 (2015: 17).

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

	2016	2015
	No.	No.
Raising funds	-	0.3
Promoting the service	0.6	0.7
Connect services	10.5	9.3
Community participation and wellbeing	2.8	1.6
Governance and support	0.5	0.7
	<u>14.4</u>	<u>12.6</u>

## Help on Your Doorstep

Notes to the financial statements  
For the Year Ended 31 March 2016

### 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 2015	26,946	26,946
Additions in Year	-	-
At 31 March 2016	<u>26,946</u>	<u>26,946</u>
<b>Depreciation</b>		
At 1 April 2015	23,695	23,695
Charge for Year	<u>2,599</u>	<u>2,599</u>
At 31 March 2016	<u>26,294</u>	<u>26,294</u>
<b>Net Book Value</b>		
At 31 March 2016	<u>652</u>	<u>652</u>
At 31 March 2015	<u>3,251</u>	<u>3,251</u>

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

### 12 Debtors

	2016 £	2015 £
Grants receivable	3,284	7,658
Trade debtors	500	-
Other debtors	2,527	1,679
Prepayments	<u>5,170</u>	<u>4,334</u>
	<u>11,481</u>	<u>13,671</u>

## Help on Your Doorstep

Notes to the financial statements  
For the Year Ended 31 March 2016

### 13 Creditors : amounts due within 1 year

	2016 £	2015 £
Taxation and Social Security	10,980	8,949
Trade creditors	4,019	11,068
Other creditors	441	-
Accruals	3,400	3,300
Deferred income	<u>38,674</u>	<u>20,833</u>
	<u><u>57,514</u></u>	<u><u>44,150</u></u>

### 14 Deferred income

	2016 £	2015 £
As at April 2015	20,833	28,301
Released to income from charitable activities during the year	(20,833)	(28,301)
Deferred during the year	<u>38,674</u>	<u>20,833</u>
	<u><u>38,674</u></u>	<u><u>20,833</u></u>

### 15 Analysis of net assets between funds

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

## Help on Your Doorstep

Notes to the financial statements  
For the Year Ended 31 March 2016

### 16 Movements in funds

	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>

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

EC1 & Finsbury Park Connect (BIG)	The Big Lottery has awarded a grant to contribute to the running costs of Finsbury Park and EC1 Connect services from October 2011 to September 2015.
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.



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Notes to the financial statements  
For the Year Ended 31 March 2016

### Purposes of restricted funds (continued)

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.
Good Neighbour Scheme feasibility and 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.
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.

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

	2016 £	2015 £
Net income for the reporting period (as per the statement of financial activities)	5,053	(27,381)
Depreciation	2,599	7,761
Interest, rent and dividends from investments	(108)	(132)
Decrease/(increase) in debtors	2,190	(4,704)
Increase/(decrease) in creditors	<u>13,364</u>	<u>(2,329)</u>
Net cash provided by / (used in) operating activities	<u><u>23,098</u></u>	<u><u>(26,785)</u></u>

### 18 Analysis of cash and cash equivalents

	2016 £	2015 £
Cash at bank and in hand	<u>71,407</u>	<u>48,201</u>
	<u><u>71,407</u></u>	<u><u>48,201</u></u>

