

**Charity Registration No. 1110178**

**Company Registration No. 5101120 (England and Wales)**

**WANDSWORTH CARE ALLIANCE  
TRUSTEES REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2014**

# WANDSWORTH CARE ALLIANCE

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Directors And Trustees</b>	Lady Scott (Chairperson) Donald Roy Esq. (Retired as Chairperson 27/01/14) Dr Caroline Varlaam Clive Norris Esq Mrs Elizabeth Berner
<b>Chief Executive Officer</b>	Jason Edgington Esq
<b>Charity number</b>	1110178
<b>Company number</b>	5101120
<b>Principal address</b>	Trident Business Centre 89 Bickersteth Road Tooting London SW17 9SH UK
<b>Registered office</b>	Trident Business Centre 89 Bickersteth Road Tooting London SW17 9SH UK
<b>Auditors</b>	Leroy Reid & Co 299 Northborough Road Norbury SW16 4TR
<b>Bankers</b>	NatWest Bank Plc Balham Branch 128 Balham High Road Balham London SW12 9EA

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# WANDSWORTH CARE ALLIANCE

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# WANDSWORTH CARE ALLIANCE

## TRUSTEES REPORT

***FOR THE YEAR ENDED 31 MARCH 2014***

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The Trustees and the management committee of Wandsworth Care Alliance takes pleasure in presenting the Executive Committee's Report and the audited financial statement for the year ended 31 March 2014.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

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

Lady Scott (Chairperson)  
Donald Roy Esq. (Retired as Chairperson 27/01/14)  
Dr Caroline Varlaam  
Clive Norris Esq  
Mrs Elizabeth Berner

The Company's directors are also trustees of the charity, however not all trustees are directors. The Board has the power to appoint additional trustees as required by the organisation.

WCA was founded in 1991 and was governed by its constitution until its date of incorporation.

The company was incorporated on the 14th April 2004 and was not a registered charity until the 23rd June 2005.

The memorandum and articles of association empowers the Board of Trustees, which is collectively represented by the membership at the Annual General Meeting, with decision making.

### **Objectives and activities**

The objectives of the charity (the "Objects") are the relief of sickness and the preservation of good health and well being including without limitation by the provision of information and advice and by providing an independent voluntary sector voice, and by monitoring, reviewing and seeking to contribute to the improvement of health and social care services, in particular, but not exclusively, for people from minority groups and their carers.

# WANDSWORTH CARE ALLIANCE

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2014

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#### **Achievements and performance**

Our projects continue to perform well and are viable, however funding for core costs remains a particular challenge for us, as it does for many similar organisations in the voluntary sector. The organisation ran a deficit of c£46k, eating into reserves. A reasonable proportion of the deficit can be explained by the challenges of meeting core costs in the period, augmented by the contingency costs of covering some long-term staff sickness. But as described last year we had significant costs relating to unexpected circumstances and events in 2012/13 which were not within our control. Some of these costs appear in the accounts for 2013/14.

Healthwatch has had a successful first year thanks to the dedicated staff and the enormous contribution of volunteers and voluntary representatives. The first year has been financially viable, securing approximately 70% of possible performance related payments. Feedback about Healthwatch from members and stakeholders has generally been very positive reflected in the first Healthwatch annual survey.

Social Sundayz (a peer lead social club for service users) has been successfully set up and is functioning as service user led and operated project supported by WCA. Further funding has been secured for the whole of 2014/15 (until end March 2015) and operations have expended for the original Sunday afternoon session to include an additional Thursday evening session of the social club.

The Seldom Heard Groups project supported over 20 seldom heard groups in the 2013/14 period and funding has been secured for 2014/15.

As a direct result of the work of the North Battersea Audit we have secured a small amount of funding for a Skill Swap pilot. Work will be carried out in 2014/15.

#### **Financial review**

Income for the year ending 31st March 2014 was £405,536, an increase of £41,507 (11.4%) on the previous year. However our expenditure also rose by £55,093 from £396,882 in 2012/13 to £451,975 in 2013/14. Generally speaking expenditure has grown due to required changes in staffing levels, necessary restructuring and responding to a legal challenge that began in the 2012/13 reporting period.

#### **Reserve policy**

The present level of funding is adequate to support the continuation of the charity's operations, and the trustees consider the financial position of the charity to be satisfactory.

The trustees have agreed that the organisation will maintain a level of reserves that is subject to review on a quarterly basis to ensure it is satisfactory and would enable them to meet their financial obligations.

The trustees are empowered to take the course of action that they consider appropriate to further the company's charitable objectives.

#### **Plans for the future**

Healthwatch continues to provide some security of income for at least the next two years. Restructuring will bring some staffing cost efficiencies that we should begin to feel in the coming year. We intend to build on the success of our volunteer coordinator activities and aim to fundraise to secure longer term funding for this function.

# WANDSWORTH CARE ALLIANCE

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2014**

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### **Statement of Trustees responsibilities**

The Directors and Trustees, who are also the directors of Wandsworth Care Alliance for the purpose of company law, are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors and Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Directors and 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; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

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

### **Disclosure of information to auditors**

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

### **Auditors**

A resolution proposing that Leroy Reid & Co be reappointed as auditors of the company will be put to the members at the next Annual General Meeting.

On behalf of the board of Directors and Trustees

*L. A. Scott*

**Lady Scott (Chairperson)**

Dated: *9/9/14*

# WANDSWORTH CARE ALLIANCE

## INDEPENDENT AUDITORS' REPORT

### TO THE MEMBERS OF WANDSWORTH CARE ALLIANCE

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We have audited the accounts of Wandsworth Care Alliance for the year ended 31 March 2014 set out on pages 6 to 13. 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 charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of Directors and Trustees and auditors**

As explained more fully in the statement of Trustees responsibilities, the Directors and Trustees, who are also the directors of Wandsworth Care Alliance for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

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

#### **Scope of the audit of the accounts**

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

#### **Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2014 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 Report for the financial year for which the accounts are prepared is consistent with the accounts.

# WANDSWORTH CARE ALLIANCE

## INDEPENDENT AUDITORS' REPORT (CONTINUED)

### TO THE MEMBERS OF WANDSWORTH CARE ALLIANCE

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#### Matters on which we are required to report by exception

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

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

*E Okai*

*25/11/2014*

.....  
**Mr Ebenezer Okai, (BSc), FCCA (Senior Statutory Auditor)**  
**for and on behalf of Leroy Reid & Co**  
**Chartered Certified Accountants and Statutory Auditors**  
**299 Northborough Road**  
**Norbury**  
**SW16 4TR**

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**Dated:**



# WANDSWORTH CARE ALLIANCE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2014

	Notes	2014 £	2013 £
<b><u>Incoming resources from generated funds</u></b>			
Service level agreement income	2	386,020	342,980
Investment income	3	26	39
		<u>386,046</u>	<u>343,019</u>
Incoming resources from charitable activities	4	14,435	21,000
Other incoming resources	5	5,055	10
		<u>405,536</u>	<u>364,029</u>
<b><u>Resources expended</u></b>			
6			
<b>Charitable activities</b>			
Charitable core activities		448,138	393,149
Governance costs		3,837	3,733
		<u>451,975</u>	<u>396,882</u>
<b>Total resources expended</b>			
		<u>451,975</u>	<u>396,882</u>
<b>Net expenditure for the year/ Net movement in funds</b>			
		(46,439)	(32,853)
Fund balances at 1 April 2013			
		95,118	127,971
<b>Fund balances at 31 March 2014</b>			
		<u>48,679</u>	<u>95,118</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# WANDSWORTH CARE ALLIANCE

## BALANCE SHEET

AS AT 31 MARCH 2014

	Notes	2014 £	£	2013 £	£
<b>Fixed assets</b>					
Tangible assets	12		723		1,966
<b>Current assets</b>					
Debtors	13	32,220		53,277	
Cash at bank and in hand		58,015		94,322	
		<u>90,235</u>		<u>147,599</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(42,279)</u>		<u>(54,447)</u>	
<b>Net current assets</b>			<u>47,956</u>		<u>93,152</u>
<b>Total assets less current liabilities</b>			<u>48,679</u>		<u>95,118</u>
<b>Income funds</b>					
Unrestricted funds			<u>48,679</u>		<u>95,118</u>
			<u>48,679</u>		<u>95,118</u>

The accounts were approved by the Board on Sept 9 114

C.A. Scott  
Lady Scott (Chairperson)

Company Registration No. 5101120

# WANDSWORTH CARE ALLIANCE

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2014

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#### 1 Accounting policies

##### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

##### 1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of service level contracts, grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Contract Income generated for services rendered are recorded in the accounts when the invoices have been raised and excludes any VAT.

Investment income is included when receivable.

##### 1.3 Resources expended

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

##### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	25% Straight line basis
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##### 1.5 Leasing and hire purchase commitments

Rentals applicable to operating lease where substantially all of the benefits and risk of ownership remain with the lesser are charged to the Statement of Financial Activities over the period they are incurred.

# WANDSWORTH CARE ALLIANCE

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

### 2 Service level agreement income

	2014 £	2013 £
Service level agreement income	<u>386,020</u>	<u>342,980</u>
<b>Service level agreements</b>		
Unrestricted funds:		
NHS Wandsworth	110,000	194,710
Wandsworth Borough Council	276,020	148,270
	<u>386,020</u>	<u>342,980</u>

### 3 Investment income

	2014 £	2013 £
Interest receivable	<u>26</u>	<u>39</u>

### 4 Incoming resources from charitable activities

	2014 £	2013 £
Grants	<u>14,435</u>	<u>21,000</u>
Included within income relating to grants are the following grants		
Lloyds TSB Foundation	10,000	20,000
Kingston University	450	1,000
Reckitt Benckisse	485	-
The London Community Foundation	3,500	-
	<u>14,435</u>	<u>21,000</u>

# WANDSWORTH CARE ALLIANCE

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

### 5 Other incoming resources

	2014 £	2013 £
Other income	<u>5,055</u>	<u>10</u>

### 6 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Grant funding £	Total 2014 £	Total 2013 £
<b>Charitable activities</b>						
<u>Charitable core activities</u>						
Activities undertaken directly	282,260	1,243	140,635	-	424,138	370,868
Grant funding of activities	-	-	-	24,000	24,000	22,281
<b>Total</b>	<b>282,260</b>	<b>1,243</b>	<b>140,635</b>	<b>24,000</b>	<b>448,138</b>	<b>393,149</b>
<b>Governance costs</b>	<b>-</b>	<b>-</b>	<b>3,837</b>	<b>-</b>	<b>3,837</b>	<b>3,733</b>
	<u>282,260</u>	<u>1,243</u>	<u>144,472</u>	<u>24,000</u>	<u>451,975</u>	<u>396,882</u>

Governance costs includes payments to the auditors of £3,255 (2013: £3,255) for audit fees.

# WANDSWORTH CARE ALLIANCE

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

### 7 Activities undertaken directly

	2014 £	2013 £
Other costs relating to CHARITABLE CORE ACTIVITIES comprise:		
IT support	5,370	4,764
Computer cost	2,328	968
Outsource work	37,205	9,760
Training and conference	4,962	1,147
Volunteers support	1,863	1,389
Printing, postage and stationery	11,067	6,829
Rent, rates and service charges	28,003	26,223
Telephone and internet	4,703	5,043
Travelling	2,783	3,365
Refreshments and subsistence	2,549	4,820
Venue hire	2,099	1,688
Advertising and recruitment	2,897	4,614
Website development	2,400	3,546
Insurance	1,018	1,172
Repairs and maintenance	193	510
Legal and professional	6,563	10,363
Consultancy	7,635	10,372
General expenses	1,247	578
Subscription	289	694
Bank charges	522	507
Fundraising-Consultancy fees	4,545	4,860
Equipment	1,454	4,476
Agency staff	-	5,977
Redundancy cost	-	4,496
DAAT expenses	8,940	3,400
Sister Act expenses	-	200
	<b>140,635</b>	<b>121,761</b>

### 8 Grants payable

	2014 £	2013 £
Charitable core activities	<b>24,000</b>	<b>22,281</b>

# WANDSWORTH CARE ALLIANCE

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

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### 9 Trustees remuneration & related party transactions

No members of the management committee received any remuneration during the year.

No trustees or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

### 10 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2014 Number	2013 Number
Chief Executive-Full time	1	1
Projects Workers-Part time	3	6
Projects Workers-Full time	7	6
	<u>11</u>	<u>13</u>
	<u><u>11</u></u>	<u><u>13</u></u>
<b>Employment costs</b>	<b>2014</b>	<b>2013</b>
	£	£
Wages and salaries	<b>257,548</b>	224,538
Social security costs	<b>24,712</b>	22,289
	<u>282,260</u>	<u>246,827</u>
	<u><u>282,260</u></u>	<u><u>246,827</u></u>

There were no employees whose annual remuneration was £60,000 or more.

### 11 Taxation

As a charity, Wandsworth Care Alliance is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

# WANDSWORTH CARE ALLIANCE

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

### 12 Tangible fixed assets

	Computer £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>			
At 1 April 2013 and at 31 March 2014	6,064	9,595	15,659
<b>Depreciation</b>			
At 1 April 2013	4,128	9,565	13,693
Charge for the year	1,213	30	1,243
<b>At 31 March 2014</b>	<b>5,341</b>	<b>9,595</b>	<b>14,936</b>
<b>Net book value</b>			
At 31 March 2014	723	-	723
At 31 March 2013	1,936	30	1,966

### 13 Debtors

	2014 £	2013 £
Amounts recoverable on contracts	27,809	49,825
Other debtors	3,452	3,452
Prepayments	959	-
	<b>32,220</b>	<b>53,277</b>

### 14 Creditors: amounts falling due within one year

	2014 £	2013 £
Trade creditors	2,024	4,567
Grants payable	2,000	2,000
Accruals	3,255	3,255
Deferred income	35,000	44,625
	<b>42,279</b>	<b>54,447</b>