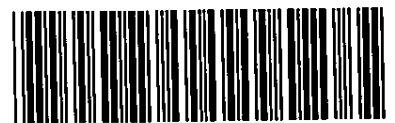


NILAARI AGENCY
REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2011

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NILAARI AGENCY

CONTENTS	PAGE
Directors' report	2-6
Auditors' report	7-8
Profit and loss account	9
Balance sheet	10
Notes to the accounts	11-13
Additional information	14
Statement of financial activities	15

NILAARI AGENCY
DIRECTORS' REPORT

ADMINISTRATIVE INFORMATION

Directors	P Archieng (Treasuer) L Gordon C Lewis K Long	G Ramsey R Veira (Chairperson) A Victor
Secretary	I Smith	
Auditors	Pollard Goodman Chartered Accountants 49 High Street Westbury-on-Trym Bristol BS9 3ED	
Registered Office	184 Stapleton Road Easton Bristol BS5 0NZ	
Charity Registration No.	1080555	
Company Registration No.	3785177	

DIRECTORS AND THEIR INTERESTS

The directors in office during the year were

P Archie	G Ramsey
L Gordon	R Veira
C Lewis	A Victor
K Long	

The company is limited by guarantee and therefore the directors have no beneficial interest in the company

NILAARI AGENCY

DIRECTORS' REPORT (CONT'D)

GOVERNANCE AND MANAGEMENT

The company is governed by its memorandum and articles of association, which also dictate the procedures for the appointment of trustees

OBJECTIVES AND ACTIVITIES

The objective of the company is to undertake drug awareness work, providing counselling, factual information about drugs, health and alternatives to drug dependencies. The principal activity of the company in the year under review was the provision of culturally sensitive and appropriate counselling, advice and information and educational programmes which are accessible to black young people and adults from Bristol and surrounding areas which is measurable against standards agreed by the management committee, staff, service users and the community

ACHIEVEMENTS AND PERFORMANCE

Our main achievement over the past 12 months included:

Taking part in a national study to look at the resettlement needs of Black & Asian Minority Ethnic (BAME) offenders. The study took a broad brush approach but provided us with an insight into the specific aspects of resettlement provision that are most effective for BAME offenders and, conversely, those services that are most difficult for BAME offenders to access, engage with and benefit from. The follow-up study called the Double Trouble report examined in detail the scope for non statutory services to support and promote successful resettlement, particularly for BAME offenders. For the study, a number of ex-prisoners both male and female accessing Nilaari services were interviewed in depth on two occasions about their backgrounds, history of involvement in the criminal justice system, and the process of resettling after release from prison. Five key themes emerged from the research findings: Practical and emotional needs, Processes of internal change, Barriers to access and engagement of BAME ex-prisoners, Role of BAME-focused organisations and staff, and giving something back.

The other significant piece of work undertaken during that period was after the successful launch of the out of hours Off the Line – New Peer Drop In Service had one hundred and ninety eight visits were made in the first six months of being launched. The high number of visits to the service confirmed the crying need for such a project. From the schemes inception Nilaari played a full part in making this aspiration a reality, proving all peer volunteers with access to a full range of support including

NILAARI AGENCY

DIRECTORS' REPORT (CONT'D)

ACHIEVEMENTS AND PERFORMANCE (CONT'D)

- A full induction programme
- Regular informal one to one supervision sessions
- On going training
- Assistance in drawing up policies and code of conduct

As well as providing professional back up at each session

We have been deeply proud of the Mushwera volunteers for their commitment and willingness to challenge themselves for the benefit of those using the service

FUNDING POLICIES

Restricted funds

This represents resources that have been received and to be expended solely for particular projects

During 2010/2011 the only restricted incoming source received was for "Off The Line" project and this has been expended in full during the year, leaving no remaining restricted funds

Unrestricted funds

This represents resources that have been received which can be spent at the discretion of the directors in furtherance of the agency's objectives

During 2010/2011 the unrestricted reserves decreased by £48,072 and at 31 March 2011 the reserve stood at £391,418

Reserves policy for the year 2011/2012

The board feels that it should hold a prudent hedge against fluctuations in income of the equivalent of six month's expenditure in liquid assets to meet any unforeseen circumstances. This currently equates to approximately £125,000. The reserves are made up of

Fixed assets	£198,486
Hedge reserves	£125,000
Cash in hand	<u>£ 67,932</u>
Total	<u>£391,418</u>

NILAARI AGENCY

DIRECTORS' REPORT (CONT'D)

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

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

STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS

The directors of the company who held office at the date of approval of this annual report confirm that

- so far as they are aware, there is no relevant audit information, information needed by the company's auditors in connection with preparing their report, of which the company's auditors are unaware, and
- they have taken all the steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information

NILAARI AGENCY

DIRECTORS' REPORT (CONT'D)

AUDITORS

Pollard Goodman will be proposed for reappointment in accordance with section 485 of the Companies Act 2006

The above report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies

ON BEHALF OF THE BOARD

A handwritten signature in black ink, appearing to be 'R Veira', written over a horizontal line.

R VEIRA – DIRECTOR

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF NILAARI AGENCY

We have audited the financial statements of Nilaari Agency for the year ended 31 March 2011 on pages 9 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 company's members, as a body, in accordance with s 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters that 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 company and the company's members as a body, for our audit work, or the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the directors' responsibilities statement set out on page 4, the directors 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 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 (APB's) Ethical Standards for Auditors [including APB Ethical Standard – Provisions Available for Small Entities (revised), in the circumstances set out in note 9 to the financial statements].

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether, in our opinion, the information given in the Directors' Report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
NILAARI AGENCY**

Basis of audit opinion (continued)

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion on financial statements

In our opinion the financial statements

- Give a true and fair view of the state of the company's affairs as at 31 March 2011 and of its profit/(loss) for the year then ended,
- Have been properly prepared in accordance with United Kingdom Generally Accepted 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 Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

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

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us,
- The financial statements are not in agreement with the accounting records or returns,
- Certain disclosures of directors' remuneration specified by law are not made,
- We have not received all the information and explanations we require for our audit, or
- The directors were not entitled to prepare the financial statements and the directors' report in accordance with the small companies regime



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Christopher Pollard (Senior Statutory Auditor)
For and on behalf of Pollard Goodman
Accountants and Statutory Auditors
49 High Street
Westbury-on-Trym
Bristol
BS9 3ED

NILAARI AGENCY

PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2011

	Note	2011 £	2010 £
Turnover	2	217,222	285,316
Administrative expenses		<u>265,645</u>	<u>282,559</u>
Operating profit/(loss)		(48,423)	2,757
Other interest receivable and similar income		<u>351</u>	<u>530</u>
Profit/(loss) on ordinary activities before taxation	3	(48,072)	3,287
Tax on profit on ordinary activities		<u>-</u>	<u>-</u>
Profit/(loss) on ordinary activities after taxation		(48,072)	3,287
Profit and loss account brought forward		<u>439,490</u>	<u>436,203</u>
Profit and loss account carried forward		<u>391,418</u>	<u>439,490</u>

Continuing operations

None of the company's activities were acquired or discontinued during the above two financial years

Total recognised gains and losses

The company has no recognised gains or losses other than the profit/(loss) for the above two financial years

NILAARI AGENCY
BALANCE SHEET
AS AT 31 MARCH 2011

	Note	2011		2010	
		£	£	£	£
Fixed assets					
Tangible assets	4		198,486		175,115
Current assets					
Debtors	5	34,678		55,765	
Cash at bank and in hand		<u>170,493</u>		<u>229,650</u>	
		205,171		285,415	
Creditors: amounts falling due within one year	6	<u>12,239</u>		<u>21,040</u>	
Net current assets			<u>192,932</u>		<u>264,375</u>
Total assets less current liabilities			391,418		439,490
Creditors: Amounts falling due after more than one year			<u>-</u>		<u>-</u>
			<u>391,418</u>		<u>439,490</u>
Restricted funds			0		0
General fund			<u>391,418</u>		<u>439,490</u>
Total funds	7		<u>391,418</u>		<u>439,490</u>

These accounts have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies

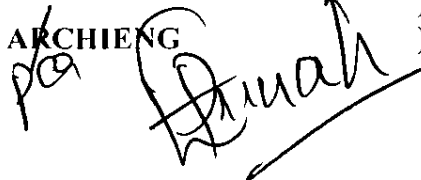
These accounts were approved by the board on 19.02.11 and signed on its behalf by

R VEIRA



DIRECTORS

P ARCHIENG



NILAARI AGENCY**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2011****1. PRINCIPAL ACCOUNTING POLICIES****(a) Basis of accounting**

All items are stated in the accounts under the historical cost accounting rules

The income and expenditure is based on the transactions undertaken by the company during the year. As far as possible income and expenditure relating to a specific purpose is matched in the same financial period

(b) Turnover

Turnover represents grants and donations received by the company

(c) Depreciation

Depreciation is calculated so as to write off the cost of the following tangible fixed assets by equal annual instalments over their estimated useful lives at the following rates

Freehold property	2%
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Depreciation is also provided on the reducing balance method to write off other fixed assets over their useful lives at the following rates

Office equipment	25%
Fixtures and fittings	25%

2. TURNOVER

In the year to 31 March 2011 none of the company's turnover was to markets outside the United Kingdom (2010 - Nil)

NILAARI AGENCY

NOTES TO THE ACCOUNTS (CONT'D)
FOR THE YEAR ENDED 31 MARCH 2011

3.	PROFIT/LOSS ON ORDINARY ACTIVITIES BEFORE TAXATION	2011 £	2010 £		
	Profit/(loss) on ordinary activities before taxation is stated after charging				
	Auditors' remuneration	1,500	1,469		
	Depreciation of owned assets	<u>6,565</u>	<u>6,637</u>		
4.	TANGIBLE FIXED ASSETS				
	Freehold property	Office equipment	Fixtures & fittings	Total	
	Cost				
	At 1 April 2010	197,531	33,969	11,769	243,269
	Additions	<u>29,936</u>	<u>-</u>	<u>-</u>	<u>29,936</u>
	At 31 March 2011	<u>227,467</u>	<u>33,969</u>	<u>11,769</u>	<u>273,205</u>
	Depreciation				
	At 1 April 2010	30,478	27,854	9,822	68,154
	Charge for year	<u>4,549</u>	<u>1,529</u>	<u>487</u>	<u>6,565</u>
	At 31 March 2011	<u>35,027</u>	<u>29,383</u>	<u>10,309</u>	<u>74,719</u>
	Net book value				
	At 31 March 2011	<u>192,440</u>	<u>4,586</u>	<u>1,460</u>	<u>198,486</u>
	At 31 March 2010	<u>167,053</u>	<u>6,115</u>	<u>1,947</u>	<u>175,115</u>
5.	DEBTORS	2011 £	2010 £		
	Trade debtors	33,991	34,980		
	Other debtors	687	-		
	Pre-payments	<u>-</u>	<u>20,785</u>		
		<u>34,678</u>	<u>55,765</u>		

NILAARI AGENCY

NOTES TO THE ACCOUNTS (CONT'D)
FOR THE YEAR ENDED 31 MARCH 2011

6. CREDITORS: amounts falling due within one year	2011 £	2010 £
Trade creditors	4,954	2,892
Other creditors	5,785	5,429
Accruals and deferred income	<u>1,500</u>	<u>12,719</u>
	<u><u>12,239</u></u>	<u><u>21,040</u></u>

7. RECONCILIATION OF MOVEMENTS IN FUNDS	At 1 April 2010	Profit/ (loss)	Transfers	At 31 March 2011
Restricted funds	-	-	-	-
General fund	<u>439,490</u>	<u>(48,072)</u>	<u>-</u>	<u>391,418</u>
Total funds	<u><u>439,490</u></u>	<u><u>(48,072)</u></u>	<u><u>-</u></u>	<u><u>391,418</u></u>

8. CONTROL

Throughout the year the company was controlled by the directors

9. APB ETHICAL STANDARDS – PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements