

BATIAS Independent Advocacy Service

Trustees Report and Accounts

For the year ended

31st March 2008

Registered charity no: 1016226

Company no: 2776330

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**BATIAS Independent Advocacy Service
Trustees Report
For the year ended 31st March 2008**

The Trustees present their report and the audited financial statements for the year ended 31st March 2008

Legal & administrative details

Status

The charity (charity registration no 1016226) is a private company (company no 2776330), limited by guarantee, and is therefore governed by a memorandum and articles of association. It is exempt under Section 30 of the Companies Act 1985 from the use of "Limited" within its name.

Principal Address

The Beehive
Voluntary & Community Resource Centre
West Street
Grays,
Essex,
RM17 6XP

This is also the company's registered office.

The Charity's professional advisers are as follows.

Auditors

Kingston Smith LLP
Orbital House,
20, Eastern Road,
Romford,
Essex,
RM1 3PJ

Bankers

Lloyds TSB Bank plc
34, High street
Grays
Essex
RM1 6SL

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Trustees Report

For the year ended 31st March 2008

Trustees and Governance

The Trustees retire and are re-elected onto the Board by full voting members at AGM. New Trustees can be appointed to the Board during the year, but they must also retire at the AGM and be re-elected. The minimum number of Board members is 3 with a maximum of 15. All Board members will be subject to a Criminal Records Bureau check.

Those who serve as trustees and are also directors of the company, during the year were as follows:

R Chapman	S Fisher
C Watts	C Lambert
S Langsdale	Ms S Wilsdon
Anne White	Jane Myers
S Campion	

S Campion resigned at the AGM on the 15th November 2007.
Anne White and Jane Myers were elected during the year.

Operational Structure

Chief Executive Officer	Carole Houghton
Volunteer Manager	Angie Cahill
Advocacy Manager- Brentwood Office	Helen Blerkom
Advocacy Manager- Southend Office	Eileen Carter
Advocacy Manager- Grays Office	Margaret Seatter

BATIAS recruits Board members through editorial in local papers, community news letters and at community events. Their participation and involvement with the service, must not only reflect the skills and experiences that they can bring to the organisation but also their belief in the ethos of advocacy and the desire to make positive changes in the lives of people with learning disabilities. As part of the review of the governance practices and procedures, any person wishing to become a Trustee will now be invited to attend 2 meetings. They will then meet with the Chair to discuss their reasons for wanting to support the charity and their understanding of service that is provided. This will enable the Board to not only gain a greater understanding of the individual volunteer and their reasons for wanting to be part of BATIAS but it will also provide an opportunity to explain the legal obligations of the post and the expectation and the commitment required to be an effective Trustee.

Each Board member receives a detailed Handbook and is offered the opportunity to undertake both external and internal training. Based upon the governance requirements of the organisation every Board member is assigned a special area of responsibility that relates to their own personal skills. Two sub-groups are established, Human Resources and Health & Safety to enable more specific and focussed discussions to be held. These groups meet every 12 weeks prior to the Board meetings. Any decisions taken in these groups will be fed back for final approval at the Board meetings.

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The Chief Executive who is also the Company Secretary is responsible for managing the service on a day to day basis, this will include maintaining regular contact with the management team as listed above to ensure effective delivery of the BATIAS service. A report is submitted to the Board members at the six weekly Board meetings by the Chief Executive, and the four Advocacy Managers. These highlight key issues of concern and where decisions need to be made. The current financial status is also discussed at every meeting.

All of the staff works closely with a wide range of other organisations and services in Health, Social Care, Voluntary and Community Groups. The Chief Executive is a Board member of the Basildon, Billericay and Wickford CVS and sits on the Learning Disability Partnership Boards of Southend and Thurrock.

Statement of Trustees Responsibilities

The trustees are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company Law requires the trustees, who are also directors to prepare financial year end figures which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing those financial statements the directors are required to

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent,
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 1985. 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.

Risk Review

The Trustees recognise that it is best practice to conduct their own review of the major risks to which the charity is exposed and ensure systems are established to mitigate those risks. The Trustees have reviewed and developed a business plan in order to consider the effect of external risks to funding. Also internal risks have been minimised by the implementation of procedures for the authorisation of all transactions and projects. These procedures will be periodically reviewed to ensure that they still meet the needs of the charity. In addition to this BATIAS uses the PQASSO model of quality control to ensure that it consistently delivers quality in all aspects of its activities.

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For the year ended 31st March 2008

These procedures are reviewed on an annual basis to ensure that they still meet the needs of the charity and to consider whether any additional risks have become apparent

Objectives

The Objects, as set out in the Memorandum of Association are

To relieve young people and adults with learning difficulties and/or physical impairments and/or mental ill health who cannot realise their full potential and lead fulfilling lives without assistance, particularly by the provision of a service to (a) assist such persons to obtain their full rights and privileges as a citizen and (b) provide advice to such persons

Review of Activities

The organisation appreciates the continued support of its funders and actively seeks to secure further funding which will enable it to not only provide its core service but to also develop projects that will meet specific needs of our service users BATIAS therefore, plans to continue with all of its current activities in the foreseeable future through the provision of formal, self and citizen advocacy

Changes, Developments and Achievements

A Business plan written in 2006 identified 8 key areas that the Board of Trustees felt would provide a strong framework from which the service could be delivered Some objectives were based upon maintaining or extending the existing delivery, others reflected the changing external environment and the need to respond to a wider level of service provision The objectives were put in place for three years and this report reviews progress made during the last year

To increase annually by 5% over three years the number of people supported by formal and self-advocacy

Formal advocacy is provided on a referral basis through agreed contracts with local authorities The issues for support are wide with no regular length of time assigned to each case Requests to support parents through child protection procedures have increased; this is a long, detailed and can be extremely upsetting process with the majority of the parents losing their children The advocates must have a very good knowledge and understanding of the processes and we received this year two complimentary letters from a Solicitor and Barrister on the excellent support the advocate had provided BATIAS supported 500 people through formal advocacy this year

Self-advocacy continues to go from strength to strength, The Reaching Communities and Comic Relief projects are delivered through self-advocacy groups The numbers of people coming along to the groups remain consistent and they are well attended The pictorial annual report provides an overview of some of the activities that have taken place First year monitoring reports have been submitted to both funders, recording an under spend Both Comic Relief and the Big Lottery have agreed the money can be used as part of the projects for the second year Through the Essex County Council contract the 'TAG (Thursday afternoon group) and MAG (Monday advocacy group) groups have a strong attendance with good individual personal progress in communication and listening skills made by the group members

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For the year ended 31st March 2008

To extend the offer of citizen advocacy

The organisation finished the end of the three year Big Lottery grant with agreement to carry over a small under spend along with a deferred sum into a fourth year. This has enabled us to continue to provide a level of support within Basildon whilst alternative sources of funding are located. A one year grant through Essex County Council allows us to maintain the service in Brentwood. This is a very important part of the BATIAS provision but it is very hard to recruit people to become citizen advocates, the commitment of time on a regular basis over many years can be extremely daunting. We do have around 30 active partnerships. Additional support for the promotion of the service is delivered by a group of volunteers who assist at community events, fundraising and help at self-advocacy groups.

To establish self-advocacy groups for people with learning disabilities over the age of 60 across South Essex, with an element of 1:1 to also be part of the service

The Comic Relief project as mentioned previously has been very well received. There are 6 groups running areas across South Essex. The Facilitator has also provided some key one to one formal advocacy support. Future plans include a red nose fundraising day, story telling and drama. As the project is funded by Comic Relief we are able to cover our whole service area.

To re-establish the service user involvement forum within BATIAS

Entering into the second year of the Reaching Communities project, a small sub committee has been established to look at the operational issues within BATIAS. A large number of groups are run with a wide variety of activities taking place that really have reached into local communities. BATIAS has a very active service user Board member who also sits on many of the local sub groups for people with learning disabilities. She is supported in her role on the BATIAS Board through the Volunteer Manager. Out of a staff team of 28 BATIAS now employs 12 people with learning disabilities.

With the planned changes in Health and Social Care investigate the possibility of providing independent brokerage

We have been asked to provide independent support where advocacy has been written into a person's individual budget. The delivery of Brokerage is being met by other independent organisations who have been given the opportunity to do so through contracts with local authorities. There is still a possible conflict of interest which would need to be discussed at Board level.

Investigate the possibility of establishing Corporate Partnerships

Some work on this has taken place through the promotional volunteers. Not identified as Corporate Partners as such, we have established good working relationships with the Edinburgh Woollen Mill, and local retailers in Basildon and Brentwood. A Corporate Social Responsibility project has been set up by Thames Gateway and BATIAS attended the launch and will be part of its delivery.

Promote the service to black and ethnic minorities of the local community-

This still requires further active work but support is provided through advocacy provision to everybody. Should the need for a specific issue arise BATIAS will signpost onto a service that will be able to provide the support. The service does need to be promoted through voluntary organisations that work specifically with black and ethnic minorities.

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To investigate the opportunity of establishing transition self-advocacy groups across South Essex

Applications have been submitted to a variety of funders during the year, all to no avail. A request was received from the St Christopher's School in Leigh on Sea for BATIAS to return to the school and re-activate the project that we had been able to provide through a Connexions grant. Unfortunately we have not been able to find any form of financial support. This will be investigated on an ongoing basis.

Other Services:

Stars in the Sky- BATIAS was approached by the London Stars in the Sky agency to extend the offering of a friendship and dating agency for people with learning disabilities into South Essex. Funding was secured initially through a grant from Essex Community Foundation and the service was launched in November. Additional short term grants through Awards for All, Thames Gateway and Essex County Council have been found and are enabling this vitally needed project to continue to run. However, a greater commitment needs to be sourced as this is a project that meets so many needs not addressed by the local community or authorities.

Men's and Women's Health day- Funded by Thurrock, the events were held separately and looked at gender specific issues. Both days were well attended with very positive feedback. The organisation has built up a good range of health related resources.

Sports Advocacy- a £10,000 grant was secured last year from Essex Community Foundation to work across South Essex looking at providing a range of sporting/leisure activities and opportunities for people to undertake them. Additional funding has now enabled this post to be 19 hours a week, with the post holder starting on the 1st August.

ACAS Management review

The organisation has just completed an ACAS management review to ensure that it remains fit for purpose. Four Managers have now been appointed each responsible for both the day to day operational concerns within their local offices but with a specific lead on a certain area within the BATIAS service provision. Issues of concern raised by staff as part of the consultation process will be addressed by the Managers during the next 12 months.

Plans for the Future, 2008-9

Essex County Council

The contracts were extended for a further year until 31 March 2009 while a review of all of the commissioned advocacy services were considered. Indications are that a minimum number of contracts will be available and they will be looking for organisations that offer a county wide service as well as supporting people with all levels of disabilities. The Advocacy Alliance which is a county wide advocacy network has set up a company limited by guarantee with a view of being able to bid as a consortium. Whilst BATIAS is happy to be part of this, we recognise the difficulties that can be incurred when in excess of 10 organisations are involved around administration and accountability. BATIAS has for the last three years worked very closely with two other approved advocacy

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For the year ended 31st March 2008

providers and are recognised by Essex as the Advocacy Network Partnership. To formalise this all three advocacy organisations are committed to signing a Memorandum of Understanding that will enable us to bid as one unit covering the whole county and disabilities. The MOU has no impact on the constitutional aims or financial status of the individual services but enables us to have an identified code of conduct and commitment on how we will work together. The tender is now due at the 1st October, presentations in December and new contracts live from 1st April 2009.

Southend Social Care

The contract also ends on the 31st March 2009. We do not have an indication of what their plans are to take this service forward. We have an extremely good working relationship with Southend Social Care who respect the level of professionalism and dedication that is provided by BATIAS.

Thurrock Council

Following quite a difficult period, we are experiencing positive growth within this location. The formal advocacy contract has been agreed for a 2 year period with an increase from 5 hours a week to 20. In addition to this, should specific advocacy hours be needed, it can go to panel as a separate request and additional money will be found for support. The men's and ladies health groups secured another years funding. Through the Learning Disability Development fund additional projects are now being funded, these are:

- Stars in the Sky for Thurrock
- Self-advocacy bereavement group
- Self-advocacy drama group
- Sports advocacy

External Environment

Led by the Government with the launch in 2006 of the document 'Our Health, Our Care, Our Say' it stated that councils and health services should change the way that services are provided to communities. The Government wants councils to:

- Put more emphasis on preventative services which improve people's health, independence and well being
- Offer people more choice and give them more say in what happens in their communities
- Make it easier for people to find services in their community and reduce inequalities
- Give more support to people who need long term help

Presently people are assessed to receive a service through adult social care to see if their needs are critical or substantial, this means that if they are unable to carry out the majority of their personal care, domestic routines, work or meet family responsibilities they will receive a service.

In order to move towards achieving the Governments key outcomes listed above all authorities are moving towards the implementation of 'Self-directed support'. Instead of a package of care, adults who do receive a service will now have a 'personal budget'. They can then decide how they want to spend their money so that their care needs are met and their quality of life is improved.

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For the year ended 31st March 2008

This will have implications for care providers, voluntary organisations, tenders and the general care market place. Although nearly all people will be offered this, there may be many people who do not wish to take up the opportunity as there are requirements of employing staff. Where the commissioning of advocacy will fit in with this move will only be revealed when tender documents are issued. All three authorities have made a commitment towards this with Essex being at the forefront.

Contribution of Volunteers

Citizen Advocacy is dependent upon the recruitment of volunteers from the local communities who develop long term partnerships with a person with a learning difficulty. We have successfully established 30 partnerships with some volunteers visiting their partners on a weekly basis, while others maybe twice a month. In addition to citizen advocates BATIAS has volunteers who help to promote the organisation at community events and with fundraising. The Board of Trustees also gives their time voluntarily and we are most appreciative of this support.

The approximate financial contribution to the organisation through volunteering is £95,000.

Effectiveness of Fundraising

The delivery of core advocacy provision continues to be funded by local authorities through agreed service level agreements. The organisation recognises that increasingly independent sources of income need to be found that will enable the service to meet a wider range of needs. The Chief Executive is looking at the opportunities of establishing an element of the current service provision as a Social Enterprise.

A small level of community fundraising does take place and it is hoped that further events will be developed through out the year. Any money raised will support Citizen Advocacy and volunteer development.

Reserves Policy

85% of BATIAS's income is derived from grants/ service level agreements, of which none are guaranteed beyond their current agreement period. It is therefore the policy of the Board of Directors to hold at least 6 months expenditure in free reserves which will safeguard the continued provision of the services for a period long enough to obtain alternative sources of funding.

The total reserves as at 31 March 2008 were £107,063 of which £7,094 represented restricted funds and £50,000 represented designated funds. Of the £49,969 of unrestricted funds, £2,648 was tied up in fixed assets, leaving £47,321 as total free reserves. This equates to 6.5 weeks of salaries and expenses. The trustees endeavour to build up their funds in future years to achieve the reserves objective.

**BATIAS Independent Advocacy Service
Trustees Report
For the year ended 31st March 2008**

Disclosure of information to auditors

Each of the trustees 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 to re-appoint Kingston Smith LLP Chartered Accountants and Registered Auditors as auditors will be put to the members at the Annual General Meeting.

The accounts have been prepared in compliance with

- The Companies Act 1985
- The requirements of the memorandum and articles of association
- The requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities (2005)"
- The special provisions of Part VII of the Companies Act 1985 relating to small companies

On behalf of the Board



The Beehive

Voluntary & Community Resource Centre

West Street,

Grays,

Essex, RM17 6XP

C Watts, Chairman

Date. 23/09/08

BATIAS Independent Advocacy Service

Auditors Report to The Members

For the year ended 31st March 2008

We have audited the financial statements of BATIAS Independent Advocacy Service for the year ended 31st March 2008, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

This report is made solely to the charitable company's members in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken for no purpose other than to draw to the attention of the charitable company's members those matters which we are required to include in an auditor's report addressed to them. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and Auditors

The trustees (who are also the directors of BATIAS Independent Advocacy Service for the purposes of company law) responsibilities for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees remuneration and transactions is not disclosed.

We read the Trustees' Annual Report, which incorporates the Directors' Report required by the Companies Act 1985, and report to you on our opinion on whether it is consistent with the audited financial statements.

Basis of 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 charitable company's circumstances, consistently applied and adequately disclosed.

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.

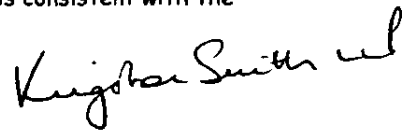
**BATIAS Independent Advocacy Service
Auditors Report to The Members
For the year ended 31st March 2008**

Opinion

In our opinion the financial statements give a true and fair view, in accordance with the United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2008 and of its incoming resources and application of resources, including the income and expenditure of the charitable company for the year then ended and have been properly prepared in accordance with the Companies Act 1985 and the Trustees' Annual Report is consistent with the financial statements

Orbital House
20 Eastern Road
Romford
Essex
RM1 3PJ

Date *3rd October 2008*



Kingston Smith LLP
Chartered Accountants
and Registered Auditors

BATIAS Independent Advocacy Service
Statement of Financial Activities
For the year ended 31st March 2008
Summary Income and Expenditure Account

	Note	Restricted £	Unrestricted £	Total 2008 £	Total 2007 £
Incoming Resources					
Incoming resources from charitable activities					
Donations, legacies and similar incoming resources	2	113,641	232,139	345,780	296,017
Incoming resources from generated funds					
Investment income	3	-	4,478	4,478	3,640
Total Incoming Resources		113,641	236,617	350,258	299,657
Resources Expended					
Charitable activities		111,249	248,639	359,888	313,250
Governance costs		-	3,351	3,351	2,350
Total Resources Expended	4	111,249	251,990	363,239	315,600
Net Income/(Expenditure) for the Year before transfers	5	2,392	(15,373)	(12,981)	(15,943)
Transfer between funds		-	-	-	-
Net Income/(Expenditure) for the Year after transfers		2,392	(15,373)	(12,981)	(15,943)
Funds at 1st April 2007		4,702	115,342	120,044	135,987
Funds at 31st March 2008		7,094	99,969	107,063	120,044

There are no other recognised gains or losses in the year other than as shown above

BATIAS Independent Advocacy Service

Balance Sheet

As at 31st March 2008

	Note	2008	2007
		£	£
Fixed Assets	8	3,896	11,035
Current Assets			
Debtors	9	33,171	7,851
Cash at bank and in hand		<u>137,140</u>	<u>132,484</u>
		170,311	140,335
Creditors Amounts falling due within one year	10	<u>67,144</u>	<u>31,326</u>
Net Current Assets		<u>103,167</u>	<u>109,009</u>
Total assets less current liabilities		<u><u>107,063</u></u>	<u><u>120,044</u></u>
Reserves			
Restricted funds	11	7,094	4,702
Unrestricted funds	11	<u>99,969</u>	<u>115,342</u>
		<u><u>107,063</u></u>	<u><u>120,044</u></u>

For and on behalf of the Management Committee



C Lambert
(Trustee)

Date 25/9/08

BATIAS Independent Advocacy Service

Notes to the Financial Statements

For the year ended 31st March 2008

1 Accounting policies

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

Basis of accounting

The financial statements have been prepared on the historical cost basis in accordance with applicable accounting standards, the Companies Act 1985, and follow recommendations in the Statement of Recommended Practice "Accounting and Reporting by Charities (2005)"

Fixed assets

Fixed assets are recorded at cost or, in cases where fixed assets have been donated to BATIAS Independent Advocacy Service, at valuation at the time of acquisition

Depreciation

Depreciation has been provided at the following rates in order to write down the cost or valuation, less estimated residual value, of all tangible fixed assets, with the exception of freehold land, by equal annual instalments or a reducing balance method at the following rate

Fixtures and fittings	15% Reducing balance
Office equipment	33% Straight line

Voluntary income and donations

Voluntary income represents amounts received and recorded at offices and projects during the year

Fees, Contributions and Grants

Income through fees, contributions and grants is recognised in the accounts on an accruals basis

Investment income

Investment income is recognised in the accounts when it is received

Value added tax

As the majority of BATIAS Independent Advocacy Service's activities are classified as exempt or non-business activities for the purpose of value added tax, BATIAS Independent Advocacy Service is unable to reclaim all the value added tax which it suffers on its purchases. Expenditure in these financial statements is therefore shown inclusive of value added tax

Taxation

No provision has been made for corporation tax or deferred tax as the charity is a registered charity and is therefore exempt

Pension Scheme Arrangements

The charity makes contributions to a money purchase contribution scheme, the assets of the scheme being held separately from the assets of the company. The pension charge represents contributions payable to the scheme

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Notes to the Financial Statements

For the year ended 31st March 2008

Resources expended

Expenditure is classified under the charity's principal projects. Staff costs and overhead expenses are allocated to activities on the basis of staff time spent on those activities. Expenditure is included on an accruals basis, inclusive of value added tax.

Support costs comprise costs incurred directly in support of expenditure on the objects of the charity.

Governance costs comprise costs for the running of the charity itself as an organisation and compliance with constitutional and statutory requirements.

Accumulated funds

Unrestricted funds are donations and other incoming resources receivable for the objects of the charity without further specified use and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Designated funds are funds earmarked by the Trustees for particular purposes.

2 Donations, legacies and similar incoming resources

	Restricted funds	Unrestricted funds	Total 2008	Total 2007
	£	£	£	£
Grants and donations				
Essex County Council Social Care	-	146,983	146,983	155,982
Southend Social Care	-	36,235	36,235	39,029
Thurrock Social Care	-	40,816	40,816	41,642
Billerica, Brentwood & Wickford PCT	-	6,177	6,177	13,187
ECC Grants to Voluntary Organisations	-	-	-	9,962
Connexions	-	-	-	1,200
Stars in the Sky	16,181	-	16,181	-
Big Lottery Fund	12,864	-	12,864	23,771
Comic Relief over 60's advocacy	22,000	-	22,000	-
Big Lottery, reaching communities	62,596	-	62,596	4,708
Castle Point and Rochford PCT	-	-	-	5,595
Others	-	1,928	1,928	941
	<u>113,641</u>	<u>232,139</u>	<u>345,780</u>	<u>296,017</u>

3 Investment income

	2008 £	2007 £
Interest received	<u>4,478</u>	<u>3,640</u>

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2008

4 Total resources expended

	Direct Charitable £	Support Costs £	2008 £	2007 £
Wages and salaries	179,687	96,755	276,442	242,631
Rent, rates and water	-	10,000	10,000	11,368
Telephone	-	5,407	5,407	3,687
Printing, stationery and postage	-	10,801	10,801	13,254
Insurance	-	2,172	2,172	2,633
Travel	21,311	-	21,311	17,598
Audit fee	-	3,351	3,351	2,350
Depreciation	857	7,458	8,315	8,000
Recruitment costs	-	-	-	248
Electricity	-	580	580	525
Repairs and maintenance	-	527	527	926
Legal and professional	-	8,055	8,055	2,184
Training costs	-	2,572	2,572	2,632
Subscriptions	-	763	763	2,020
Function costs	-	440	440	83
Bank charges	-	440	440	491
Other expenses	-	12,063	12,063	4,970
	<u>201,855</u>	<u>161,384</u>	<u>363,239</u>	<u>315,600</u>

The support costs mentioned above have not been split between the activities of the charitable company because the trustees believe that the cost of such a task outweighs the benefit

5 Net incoming/(outgoing) resources before transfers

The net incoming/(outgoing) resources before transfers is stated after charging.

	2008 £	2007 £
Depreciation	8,315	8,000
Auditors' remuneration	<u>3,351</u>	<u>2,350</u>

BATIAS Independent Advocacy Service

Notes to the Financial Statements

For the year ended 31st March 2008

6 Trustee directors and employees

Staff costs, including directors' remuneration were as follows

	2008 £	2007 £
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Wages and salaries	276,442	242,631
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The total wages charge consists of gross wages of £252,978 (2007 - £216,878), social security costs of £19,950 (2007 - £16,713) and pension costs of £3,514 (2007 - £9,040) The average monthly number of people employed by the company during the year was 23 (2007 - 22)

No member of staff receives an annual salary in excess of £60,000

The amount of expenses reimbursed to the trustees during the year was £nil (2007 - £nil) The charity paid £665 expenses on behalf of trustees during the year (2007 - £nil)

7 Taxation

All of the charity's income is applied for charitable purposes and therefore the charity is exempt from corporation tax

8 Tangible fixed Assets

	Office Equipment	Fixtures and fittings £	Total £
Cost			
At 1st April 2007	22,450	10,027	32,477
Additions	1,176	-	1,176
At 31st March 2008	23,626	10,027	33,653
Depreciation			
As at 1st April 2007	14,350	7,092	21,442
Charge for year	7,875	440	8,315
As at 31st March 2008	22,225	7,532	29,757
Net book value			
At 31st March 2008	1,401	2,495	3,896
At 31st March 2007	8,100	2,935	11,035

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2008

9 Debtors

	2008	2007
	£	£
Trade debtors	29,571	5,135
Prepaid expenses	3,600	2,421
PAYE & NI	-	295
	<u>33,171</u>	<u>7,851</u>

10 Creditors

	2008	2007
	£	£
Accrued expenses	4,289	6,844
Deferred income (see below)	62,855	24,482
	<u>67,144</u>	<u>31,326</u>

	£	£
Deferred income		
Big Lottery Fund	9,459	-
Essex County Council Social Care	25,000	-
Sports Advocacy	10,000	-
Billericay, Brentwood & Wickford PCT	1,235	3,706
Big Lottery, reaching communities	-	7,415
Essex stars in the sky	9,662	10,000
Comic Relief over 60's advocacy	7,499	-
Southend contracts	-	3,361
	<u>62,855</u>	<u>24,482</u>

**BATIAS Independent Advocacy Service
Trustees Report
For the year ended 31st March 2008**

Treasurer's report

There was a deficit of £12,981 for the financial year ending 31st March 2008, compared to a deficit of £15,943 for the year 2006-7. The shortfall was made up by a further rundown of the Company's reserves. Total income for 2007/8, including bank interest received, was £350,258 (compared to £299,657 in 2006/7). Total expenditure for the year was £363,239 (2006/7 £315,600). This deficit was forecast at the start of the financial year and the Chief Executive was active throughout the year to seek additional grant monies to minimise the eventual loss. To this effect, the sum of £62,855, shown in the accounts, note 10, was received in advance for the provision of a service to be delivered both in 2007/8 and in 2008/9. This sum will be recorded in the opening balance in next year's accounts.

Total reserves stood at £107,063 at 31 March 2008. (The corresponding amount for 2007 was £120,044.) The total reserve includes designated funds of £50,000, which are funds that would be required to meet the Charity's statutory obligation to its employees in the unlikely event that the charity is wound up.

In recognition of the need to provide increasingly detailed financial information, BATIAS has employed a Finance Administrator who has set up a cost centred programme across the organisation. This enables the Board of Trustees to look at the viability of both the offices and the individual service level agreements.

As reported in the SORP report, the future funding provided by Essex CC cannot be guaranteed after new contracting arrangements come into effect in 2009. It is therefore vitally important that BATIAS continues to broaden its income base.

The Trustees would like to thank the finance and administrative staff, Erika McCusker and Jo Murphy, for their assistance with payroll and accounting matters.

The accounts have been professionally audited by Kingston Smith LLP of Romford, duly authorised by the BATIAS Board of Directors and signed copies will be lodged with Companies House and the Charity Commission, as required by regulations and legislation. I recommend to the Board that Kingston Smith LLP be appointed as Auditors to BATIAS for the forthcoming year.

C Lambert,
Acting Treasurer