
SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

Stephen Michael Associates
1st Floor
3 More London Riverside
London SE1 2RE

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Management committee's report	2 - 9
Independent auditors' report	10 - 11
Statement of financial activities	12
Balance sheet	13
Notes to the financial statements	14 - 24

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2011**

Management Committee

Patrick Horan, Chair
Gwen Nicholson, Treasurer
Mark Duke
Christopher Killick (resigned 28 October 2010)
George Wright (resigned 9 December 2010)
Janet Jackson (appointed 9 December 2010)
Eric Segoh (appointed 24 May 2011)

Company Registered Number

2350180

Charity Registered Number

801594

Registered Office

Southwark Resource Centre, 10 Bradenham Close, London, SE17 2QB

Company Secretary

David Stock

Chief Executive Officer

David Stock

Auditors

Stephen Michael Associates, 1st Floor, 3 More London Riverside, London SE1 2RE

Bankers

Barclays Bank plc, Walworth Branch, Southwark Group, 260 Walworth Road, London SE17 1JF

CCLA Investment Management Ltd, 80 Cheapside, London EC2V 6QZ

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT
FOR THE YEAR ENDED 31 MARCH 2011

The Management committee (who are also directors of the charity for the purposes of the Companies Act) submit their annual report and the audited financial statements of Southwark Disablement Association (the charitable company) for the year ended 31 March 2011. The Management committee confirm that the annual report and financial statements of the charitable company comply with current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

The charitable company also trades under the name SDA.

Structure, governance and management

a. CONSTITUTION

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 21 February 1989 . The Memorandum of Association was amended on 3 December 2003.

The charitable company is constituted under a Memorandum of Association dated 21 February 1989 and is a registered charity number 801594.

b. METHOD OF APPOINTMENT OR ELECTION OF MANAGEMENT COMMITTEE

The management of the charitable company is the responsibility of the Management committee who are elected and co-opted under the terms of the Articles of Association.

Members of the management committee are the directors of the company and are also known as trustees for the purposes of charity law. They are elected from the membership of SDA for a period of one year after which they must be re-elected at the next Annual General Meeting if they wish to continue during the following year.

c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF MANAGEMENT COMMITTEE

Policies and procedures for induction and training of trustees are now in place.

d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

SDA is organised so that the management committee are responsible for its overall governance. The committee meet at least once every quarter. The day to day management is delegated to the Chief Executive and other staff members.

e. RELATED PARTY RELATIONSHIPS

All the trustees use the SDA services occasionally, two of them pay for homecare services and one is the Mother-in-law of the CEO.

f. RISK MANAGEMENT

The Management committee have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and appropriate insurances are in place to mitigate our exposure to the major risks.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

Objectives and Activities

a. POLICIES AND OBJECTIVES

The principal object and public benefit of the charitable company is to provide relief for people with physical and sensory disabilities living and working in or in association with the London Borough of Southwark.

SDA mission statement:

SDA exists to ensure that disabled people have access to society as a whole and are socially included, having the right to be full and active members of the communities we live in through choice and self determination.

The ongoing purposes and public benefits of the organisation:

1. To ensure that people with disabilities, their families and carers are aware of what welfare benefits and services are available to them.
2. To assist people in obtaining these benefits and services.
3. To promote fair access to benefits and services.
4. To promote independent living and Rights for Disabled People.
5. To provide community care services which promote and support independence.
6. To raise awareness within the local community of the needs of disabled people.
7. To enhance disabled people's quality of life.
8. To influence the planning and commissioning of services for disabled people by Health and Social Services and Housing.
9. To co-ordinate outreach work to isolated disabled people including home visits.
10. To provide Advocacy representation for people facing discrimination or disadvantage.
11. To monitor the needs of local disabled people and the services provided for them.
12. To improve communication of information with people with sensory impairments.
13. To provide a bi-monthly newsletter to the members and users.
14. To involve people with disabilities in the community, with the support of volunteers as necessary
15. SDA aims to achieve the above in a manner which gives opportunity to all members of its diverse client group.

b. STRATEGIES FOR ACHIEVING OBJECTIVES

To develop and fund services which address the purpose, aims and objectives of SDA.

c. GRANT MAKING POLICIES

SDA is not a grant-making organisation but acts as intermediary between grant-making organisations such as Southwark Social Services and the Employment Service, and the individuals who benefit from the grants.

d. VOLUNTEERS

The charitable company is grateful for the unstinting efforts of its volunteers who are involved in service provision. It is estimated that over 3,300 volunteer hours were provided during the year. If this is conservatively valued at £11.60 an hour, the volunteer effort amounts to over £38,280. The charitable company has a volunteer coordinator to ensure that best value is derived from the sterling efforts of our volunteers.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

PUBLIC BENEFIT

The Management committee confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

SDA has referred to the Charity Commission guidance on public benefit and its principles as part of the review of SDA's objectives and activities in the past year and is pleased to report 100% compliance.

Achievements and performance

a. Activities, Achievements and Performance in achieving objectives

1. Community Care Support Services

These services are free and are accessed by a diverse range of people across the section of the community we provide services to as evidenced by the demographic data we collect from those using our services.

1.1 Information Service

SDA provides information on issues relating to disability e.g. how to get a bus pass, details of a support group, to both service users and professionals e.g. Housing staff, GPs, Social Workers, private and voluntary agencies. The service either provides a direct solution to a query or signposts the service user to an appropriate service provider or agency. People can self refer and access the service by telephone, fax, email, letter or in person. SDA also produces a publication "Information for Disabled People Living in Southwark".

The service is provided by Ann Marie Richards, the Reception and Information worker (30 hours per week) and Guy Dennis, the Information and Advice manager (29 hours per week). 10 hours of Ann Marie's time and 6 hours of Guy's time is dedicated to this service.

In 2010/2011 there was an average of 50 phone contacts with service users per month against a target of 55, an average of 25 service user visits to the office (target 20) and an average of 20 professional contacts per month.

1.2 Welfare Rights and Disability Benefits Advice Service

Through this service SDA gives advice to people who ask for it regarding issues related to their disability. Having had information provided, a service user often needs advice on what to do next. This service helps people apply for benefits and services to which they are entitled. To arrange an office appointment people can contact SDA by telephone, fax, email, letter and in person. This service is currently provided by Guy Dennis working 23 hours per week and by Kim Anh Tran working 18 hours per week focussing on home visits..

In 2010/2011 there was an average of 54 phone contacts with service users per month against a target of 30, an average of 15 service user visits to the office (target 12) 14 home visits to service users (target 15) and an average of 12 professional contacts per month. There were 79 new service user cases.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

1.3 Advocacy Service

The main purpose of this service is to support people using, or attempting to access, the Social Care Services in Southwark, with an emphasis put on independence within the assessment and care management processes. Support is also given to people who are dissatisfied with their housing situation or other elements of concern in their lives related to their disability. To arrange an office appointment or home visit people can contact SDA by telephone, fax, email, letter or in person. This service is currently provided by Rasaq Alli Balogun working 36 hours per week.

From November to February Rasaq was seconded to Southwark Social Services on a part time basis to learn about support planning and help clear their back log.

In 2010/2011 there was an average of 70 phone contacts with service users per month against a target of 80, an average of 17 service user visits to the office (target 15), an average of 15 home visits to service users (target 8) and an average of 50 professional contacts per month. There were 76 new service user cases and 89 were closed.

1.4 Deaf Access and Support

This service supports people, who are deaf or hard of hearing, to access services and to apply for disability living allowance and any other relevant benefits. This service promotes deaf awareness in agencies and in the community as a whole. The service will provide outreach to the most vulnerable deaf people in assisting them to access services and to manage correspondence, bills, access to GP's, Hospitals, etc. There are two fixed drop in sessions per week. To arrange an office appointment or home visit people can contact SDA by telephone, text phone, fax, email, letter or in person. This service is currently provided by Debbie Roberts working 36 hours per week.

In 2010/2011 there was an average of 130 phone and text contacts with service users, an average of 80 service user visits to the office (target 40), an average of 10 home visits to service users, an average of 15 visits with service users to community facilities including job clubs and an average of 80 professional contacts per month. There were 32 new and returning service users.

1.5 Volunteers Service

This service provides "Complementary Domiciliary Care" to people who need support with "non essential" areas of their lives. Services include time limited befriending to address social exclusion needs of the service user, gardening, DIY, and shopping. To arrange an office appointment or home visit people can contact SDA by telephone, fax, email, letter or in person. This service is currently co-ordinated by Sita Dori working 21 hours per week.

In 2010/2011 an average of 190 hours per month of volunteer support was provided to service users in the community. There was an average of 12 active volunteers and 36 new service users received a service.

1.6 Personalisation Support

This service was piloted and funded by SDA from November 2010 in response to potential unmet support needs for people managing their own care. The main purpose of this service is to support people who receive direct payments or personal budgets and help them explore the various self directed care options, from employing staff and associated responsibilities to contracting with an agency.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

To arrange an office appointment or home visit people can contact SDA by telephone, fax, email, letter or in person. This service is currently provided by Malvina Edwards working 36 hours per week.

20 people were supported through interviews in the first five months of this project and an average of 40 phone contacts per month were dealt with.

Further to this pilot a successful grant application to provide a personal development service means that a similar service will be able to continue in the future.

- 1.7 In a user satisfaction survey of the above services in February 2010, 88% of users said that they were satisfied or very satisfied with the service received.

2. Domiciliary Care Services

This service enables people to live in their own home independently through regular assistance and support with domiciliary care needs as determined by their community care assessment and plan. The range of tasks can include: incontinence care, bathing, washing, toileting, dressing, undressing, eating, grooming, meal preparation, laundry, light housework including vacuuming and basic cleaning, essential shopping, benefit collection and paying bills, etc.

Access to this service is by referral from Social Services. It is resourced through a three year contract with Southwark Health and Social Care Services which has been extended to July 2011. Individuals may also purchase a service directly from SDA, most commonly using Direct Payments.

The services are regulated by the Care Quality Commission (CQC) and a service specification specific to Domiciliary Care in Southwark. The service has maintained its Three Star Excellent rating.

There are currently 56 care assistants, an administrator, 2 part-time co-ordinators, an assistant manager and manager, Shahram Tabar providing an average of 980 hours of care per week to 60 service users.

In 2010/2011 SDA delivered over 50,000 hours of domiciliary care.

In a recent user satisfaction survey 96% of service users said that they were satisfied or very satisfied with their service, no dissatisfaction was expressed. Southwark Council is currently tendering all its Domiciliary Care Services, SDA has submitted a tender, and the result should be known in the autumn.

3. Macmillan Care Services

SDA has incorporated its Macmillan Care Service within its domiciliary care service and continues to support people living with Cancer or other life threatening conditions.

b. INVESTMENT POLICY AND PERFORMANCE

The management committee has decided that at present, funds should be retained in Banks and Building Societies. Any change in such banking arrangements should be agreed by the management committee. As far as possible, funds will be retained in interest bearing accounts.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

Financial review

a. RESERVES POLICY

The management committee have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by SDA should be 3 months of annual expenditure. At this level, the management committee feel that they would be able to continue the current activities of the charitable company in the event of a significant drop in funding. The Management committee recognises that the balance of the unrestricted funds does not reach the target level of free reserves and are considering ways in which additional unrestricted funds will be raised.

We have made a small surplus (before accounting for bad debt of £8,161 which resulted in a small deficit) this year despite originally having a small loss in the budget which was to have been met by free reserves. This has been achieved through good financial planning of services and through effective management of staff, particularly of the homecare assistants whose productivity has been excellent with very little lost through illness absence.

b. PRINCIPAL FUNDING

SDA generates its income through the delivery of community care and support services through contracts with the Southwark Council and partnership with grant making organisations rather than through traditional fund raising. Fees for the Community Care Support services are received quarterly in advance, fees for domiciliary care are invoiced four weekly in arrears.

The Chief Executive Officer is responsible for the financial management of the organisation. The Management Committee receive and discuss income and expenditure accounts on a quarterly basis and agree the annual budgets.

Plans for the future

a. FUTURE DEVELOPMENTS

Since year end SDA has finally moved out of the Aylesbury Day Centre due to its impending demolition as part of the Aylesbury Estate Regeneration. The community care support services are now based 100 metres north in a the new council building called the Southwark Resource Centre and the Domiciliary Care Services are located 800 metres south in the Southwark Pensioners' Centre , 305 Camberwell Road, SE5 0HQ.

SDA has had a 10% cut to its grant for the year 2011/12 for Community Care Support Services as a result of which salaries have been cut and hours reduced in order to remain financially viable and still deliver services. These services will be retendered this year along with other universal services provided by other organisations across Southwark for only 70% of the value of the current contracts.

SDA will be looking into expanding its current services as a centre of independent living to include more community based activities linking with other organisations and making the Southwark Resource Centre a vibrant Community Support Services hub.

Funding has been secured for three years for the personal development service from City Bridge Trust and Lloyds TSB

In July the domiciliary care service contract with Southwark ends as people are transferred to personal budgets. The majority of people using our services have indicated that they wish to stay with us for the foreseeable, thus ensuring the service remains viable in the future.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

MEMBERS' LIABILITY

The Management committee of the charitable company guarantees to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Employee involvement and employment of disabled people

Employees have been consulted on issues of concern to them by means of regular consultative committee and staff meetings and have been kept informed on specific matters directly by management. The charitable company carries out exit interviews for all staff leaving the organisation and has adopted a procedure of upward feedback for senior management and the Management committee.

The charitable company has implemented a number of detailed policies in relation to all aspects of personnel matters including:

- > Equal Opportunities policy
- > Training policy
- > Health & Safety policy

In accordance with the charitable company's equal opportunities policy, the charitable company has long established fair employment practices in the recruitment, selection, retention and training of disabled staff.

STATEMENT OF MANAGEMENT COMMITTEE'S RESPONSIBILITIES

The Management committee (who are also directors of Southwark Disablement Association for the purposes of company law) are responsible for preparing the Management committee's report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the Management committee to prepare financial statements for each financial year which give a true and fair view of the state of 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 Management committee are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 operation.

The Management committee 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.

The Management committee are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

MANAGEMENT COMMITTEE'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

PROVISION OF INFORMATION TO AUDITORS

So far as each of the Management committee is aware at the time the report is approved:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the Management committee have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The charitable company's auditors, Stephen Michael Associates have indicated their willingness to continue in office and offer themselves for re-appointment at the next Annual General Meeting.

In preparing this report, the Management committee have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Management committee on 15/11/11 and signed on its behalf, by:



David Stock

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SOUTHWARK DISABLEMENT ASSOCIATION

We have audited the financial statements of Southwark Disablement Association for the year ended 31 March 2011 which comprise the Statement of financial activities, the Balance sheet, and the related notes. These financial statements have been prepared under the set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 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 opinion we have formed.

RESPECTIVE RESPONSIBILITIES OF MANAGEMENT COMMITTEE AND AUDITORS

As explained more fully in the Management Committee's Responsibilities Statement set out on page 8, the management committee (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 AUDIT OF 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 misstatement, 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 Management Committee's Report to identify material inconsistencies with the audited financial statements. 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 2011 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 applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SOUTHWARK DISABLEMENT ASSOCIATION

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.
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Management Committee's Annual Report.



Mr Stephen Oladapo Odeleye
Senior Statutory Auditor

For and on behalf of:
STEPHEN MICHAEL ASSOCIATES
Chartered Certified Accountants
Statutory Auditors
1st Floor
3 More London Riverside
London SE1 2RE

8 December 2011

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2011

	Note	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	Total Funds 2010 £
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income	2	2,380	1,060	3,440	10,340
Investment income	3	-	492	492	860
Incoming resources from charitable activities	4	-	984,040	984,040	938,494
TOTAL INCOMING RESOURCES		<u>2,380</u>	<u>985,592</u>	<u>987,972</u>	<u>949,694</u>
RESOURCES EXPENDED					
Charitable activities	11	2,380	956,761	959,141	857,727
Governance costs	7	-	30,593	30,593	27,124
TOTAL RESOURCES EXPENDED	10	<u>2,380</u>	<u>987,354</u>	<u>989,734</u>	<u>884,851</u>
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR		-	(1,762)	(1,762)	64,843
<i>Total funds at 1 April 2010</i>		8,300	141,417	149,717	84,874
TOTAL FUNDS AT 31 MARCH 2011		<u><u>8,300</u></u>	<u><u>139,655</u></u>	<u><u>147,955</u></u>	<u><u>149,717</u></u>

The notes on pages 14 to 24 form part of these financial statements.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)
REGISTERED NUMBER: 2350180

BALANCE SHEET
AS AT 31 MARCH 2011

	Note	£	2011 £	£	2010 £
FIXED ASSETS					
Tangible fixed assets	14		-		1,795
CURRENT ASSETS					
Debtors	15	96,854		103,165	
Cash at bank		112,695		90,000	
		<u>209,549</u>		<u>193,165</u>	
CREDITORS: amounts falling due within one year	16	<u>(61,594)</u>		<u>(45,243)</u>	
NET CURRENT ASSETS			<u>147,955</u>		147,922
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>147,955</u>		<u>149,717</u>
CHARITY FUNDS					
Restricted funds	17		8,300		8,300
Unrestricted funds	17		139,655		141,417
			<u>147,955</u>		<u>149,717</u>

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Management committee on 15/11/11 and signed on their behalf, by:





Gwen Nicholson, Treasurer

Patrick Horan, Chair

The notes on pages 14 to 24 form part of these financial statements.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

1.2 Company status

The charitable company is a company limited by guarantee. The members of the company are the Management committee named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Management committee in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Management committee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charitable company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011**

1. ACCOUNTING POLICIES (continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charitable company and include project management carried out at Headquarters.

Governance costs include the costs of governance arrangements which relate to the general running of the charitable company. These activities provide the governance infrastructure which allows the charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the charitable company.

1.6 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Fixtures & fittings	-	20%	straight line
Office equipment	-	25%	straight line
Computer equipment	-	33.33%	straight line

1.7 Pensions

The charitable company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charitable company to the fund in respect of the year.

2. VOLUNTARY INCOME

	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	<i>Total Funds 2010 £</i>
Donations	-	1,060	1,060	-
Grants	-	-	-	8,300
Government grants	2,380	-	2,380	2,040
	<hr/>	<hr/>	<hr/>	<hr/>
Voluntary income	2,380	1,060	3,440	10,340
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

	2011 £	2010 £
Grants		
Lloyds TSB	-	8,300

	2011 £	2010 £
Government grants		
Southwark Social services - Holiday Scheme	2,380	2,040

SDA acts as intermediary between the grant-making organisations above and individual recipients of the grants in note 5.

3. INVESTMENT INCOME

	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	Total Funds 2010 £
Investment income - local cash	-	492	492	860

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	Total Funds 2010 £
Community care support	-	191,349	191,349	191,349
Domiciliary Care	-	792,691	792,691	747,145
	-	984,040	984,040	938,494

COMMUNITY CARE SUPPORT

	2011 £	2010 £
L B S Community care contract	191,349	191,349

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

DOMICILIARY CARE

	2011 £	2010 £
Personal assistance services	132	322
Private	43,398	63,475
Direct payment support	275	-
Southwark Social Services - Disabilities	414,458	380,697
Southwark Social Services - Older People North	77,289	43,021
Southwark Social Services - Older People South	71,675	74,308
Southwark Social Services - Children	21,242	22,993
Southwark PCT	138,383	142,921
Lambeth PCT	17,908	14,787
Mental Health Social Services	7,931	4,621
Total	<u>792,691</u>	<u>747,145</u>

5. GRANTS TO INDIVIDUALS

	Number	Total 2011 £	Number	Total 2010 £
Southwark Holiday Scheme	16	2,380	15	2,040
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

6. EXPENDITURE BY CHARITABLE ACTIVITY

SUMMARY BY FUND TYPE

	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	Total Funds 2010 £
Community Care Support	2,380	215,556	217,936	208,553
Domiciliary Care	-	741,205	741,205	649,174
	<u>2,380</u>	<u>956,761</u>	<u>959,141</u>	<u>857,727</u>

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

6. EXPENDITURE BY CHARITABLE ACTIVITY (continued)

SUMMARY BY EXPENDITURE TYPE

	Staff costs 2011 £	Depreciation 2011 £	Other costs 2011 £	Total 2011 £	Total 2010 £
Community Care Support	182,755	897	34,284	217,936	208,553
Domiciliary Care	706,826	897	33,482	741,205	649,174
	<u>889,581</u>	<u>1,794</u>	<u>67,766</u>	<u>959,141</u>	<u>857,727</u>

7. GOVERNANCE COSTS

	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	Total Funds 2010 £
Auditors' remuneration	-	1,749	1,749	1,713
Auditors' remuneration non audit costs	-	7,305	7,305	7,181
Annual General Meeting	-	712	712	754
Bank charges	-	768	768	816
Wages & salaries	-	17,766	17,766	14,830
National insurance	-	1,835	1,835	1,371
Pension costs	-	458	458	459
	<u>-</u>	<u>30,593</u>	<u>30,593</u>	<u>27,124</u>

8. DIRECT COSTS

	Basis of Allocation	Community Care Support £	Domiciliary Care £	Total 2011 £	Total 2010 £
Accessories	Actual	-	2,121	2,121	1,775
Wages and salaries	Staff time	130,309	607,684	737,993	682,953
National insurance	Staff time	13,218	47,238	60,456	40,313
Pension costs	Staff time	1,518	9,367	10,885	7,997
		<u>145,045</u>	<u>666,410</u>	<u>811,455</u>	<u>733,038</u>

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

9. SUPPORT COSTS

	Basis of Allocation	Community Care Support £	Domiciliary Care £	Total 2011 £	Total 2010 £
Volunteers	Actual	2,279	801	3,080	2,528
Training	Actual	314	-	314	2,858
Facilitation	Actual	355	-	355	299
Furniture and equipment	Actual	-	-	-	(150)
Subscription and publication	Actual	1,153	520	1,673	1,295
Telephone, fax and mobile.	Actual	4,032	3,364	7,396	7,420
Printing, postage and stationery	Actual	3,026	3,445	6,471	6,126
Insurance	Actual	2,971	9,017	11,988	5,071
Travel	Actual	2,571	1,830	4,401	4,670
CSCI/CRB	Actual	616	2,025	2,641	2,014
Sundry expense	Actual	701	933	1,634	1,932
Advertising	Actual	530	-	530	560
Rent and service charges	Actual	12,091	-	12,091	12,091
Legal and professional fees	Actual	15	15	30	-
Bad debt	Actual	-	8,161	8,161	-
Consultancy	Actual	1,250	1,250	2,500	6,400
Wages and salaries	Staff time	33,394	37,675	71,069	59,320
National insurance	Staff time	3,398	3,945	7,343	5,486
Pension costs	Staff time	918	917	1,835	1,834
Depreciation	Staff time	897	897	1,794	2,895
		<u>70,511</u>	<u>74,795</u>	<u>145,306</u>	<u>122,649</u>

10. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2011 £	Depreciation 2011 £	Other costs 2011 £	Total 2011 £	Total 2010 £
Community Care Support	182,755	897	34,284	217,936	208,553
Domiciliary Care	706,826	897	33,482	741,205	649,174
Charitable activities	<u>889,581</u>	<u>1,794</u>	<u>67,766</u>	<u>959,141</u>	<u>857,727</u>
Governance	<u>20,059</u>	<u>-</u>	<u>10,534</u>	<u>30,593</u>	<u>27,124</u>
	<u>909,640</u>	<u>1,794</u>	<u>78,300</u>	<u>989,734</u>	<u>884,851</u>

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

11. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

	Activities undertaken directly 2011 £	Grant funding of activities 2011 £	Support costs 2011 £	Total 2011 £	Total 2010 £
Community Care Support	145,045	2,380	70,511	217,936	208,553
Domiciliary Care	666,410	-	74,795	741,205	649,174
Total	811,455	2,380	145,306	959,141	857,727

12. NET INCOME / (EXPENDITURE)

This is stated after charging:

	2011 £	2010 £
Depreciation of tangible fixed assets: - owned by the charity	1,795	2,895
Auditors' remuneration	1,749	1,713
Pension costs	13,178	10,290
Auditors' remuneration - non audit	7,305	7,181

During the year, no Management committee received any remuneration (2010 - £NIL).
During the year, no Management committee received any benefits in kind (2010 - £NIL).
During the year, 1 Management committee received reimbursement of expenses amounting to £345 in the current year, (2010 - 603).

During the year insurance amounting to £474 (2010 - £474) was purchased to indemnify the charity from loss arising from neglect or defaults of its trustees, employees or agents.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

13. STAFF COSTS

Staff costs were as follows:

Wages and salaries	826,828	757,103
Social security costs	69,634	47,170
Other pension costs	13,178	10,290
	<u>909,640</u>	<u>814,563</u>

The average monthly number of employees during the year was as follows:

	No.	No.
Administration	3	3
Project	54	47
	<u>57</u>	<u>50</u>

No employee received remuneration amounting to more than £60,000 in either year.

14. TANGIBLE FIXED ASSETS

	Furniture, fittings and equipment £
Cost	
At 1 April 2010 and 31 March 2011	<u>57,001</u>
Depreciation	
At 1 April 2010	55,206
Charge for the year	1,795
At 31 March 2011	<u>57,001</u>
Net book value	
At 31 March 2011	<u>-</u>
At 31 March 2010	<u>1,795</u>

15. DEBTORS

	2011	2010
	£	£
Prepayments and accrued income	<u>96,854</u>	<u>103,165</u>

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

16. CREDITORS:
Amounts falling due within one year

	2011 £	2010 £
Bank loans and overdrafts	-	701
Trade creditors	4,669	1,623
Social security and other taxes	11,271	6,309
Pension fund loan payable	309	8
Other creditors	40,521	31,879
Accruals and deferred income	4,824	4,723
	61,594	45,243

17. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/(out) £	Carried Forward £
Designated funds					
Sickness cover	12,000	-	-	-	12,000
Excess insurance cover	1,000	-	-	-	1,000
Parental care cover	7,000	-	-	-	7,000
Redundancy payment	20,000	-	-	-	20,000
Access to work	5,000	-	-	-	5,000
Project development fund	5,000	-	(5,000)	-	-
Running cost	35,306	-	-	34,694	70,000
	85,306	-	(5,000)	34,694	115,000
General funds					
General Funds - all funds	56,111	985,592	(982,354)	(34,694)	24,655
Total Unrestricted funds	141,417	985,592	(987,354)	-	139,655
Restricted funds					
Holiday scheme	-	2,380	(2,380)	-	-
Lloyds TSB	8,300	-	-	-	8,300
	8,300	2,380	(2,380)	-	8,300
Total of Funds	149,717	987,972	(989,734)	-	147,955

All designated fund were set aside by the management committee in case of emergencies and there are enough cash to support the fund balances at the year end.

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

17. STATEMENT OF FUNDS (continued)

The Lloyds TSB fund is for the Self Advocacy Project staff costs. The grant period is the year to 31 October 2010. The project is expected to start after the year end. Enough cash is available in the bank to carry out the project.

SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/(out) £	Carried Forward £
Designated funds	85,306	-	(5,000)	34,694	115,000
General funds	56,111	985,592	(982,354)	(34,694)	24,655
	<u>141,417</u>	<u>985,592</u>	<u>(987,354)</u>	<u>-</u>	<u>139,655</u>
Restricted funds	8,300	2,380	(2,380)	-	8,300
	<u>149,717</u>	<u>987,972</u>	<u>(989,734)</u>	<u>-</u>	<u>147,955</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds 2011 £	Unrestricted Funds 2011 £	Total Funds 2011 £	<i>Total Funds 2010 £</i>
Tangible fixed assets	-	-	-	1,795
Current assets	8,300	201,249	209,549	193,165
Creditors due within one year	-	(61,594)	(61,594)	(45,243)
	<u>8,300</u>	<u>139,655</u>	<u>147,955</u>	<u>149,717</u>

SOUTHWARK DISABLEMENT ASSOCIATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

19. PENSION COMMITMENTS

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £13,178 (2010 - £10,290).