

The Charity Commission

HOME-START GOOLE & DISTRICT

Company Number 5196408 Charity Number 1105579

Report of the Board of Trustees (incorporating the Director's Report)

For the year ended 31 March 2016

Organisational Structure:

Home-Start Goole & District has a Management Committee of up to 11 members who meet every two months and are responsible for the strategic direction of the charity. At present the committee has members from a variety of backgrounds relevant to the work of the charity.

A scheme of delegation is in place and day to day management responsibility for the provision of the services has been delegated to the Senior Organiser (who is also the Company Secretary) along with support services from the Organiser, Administrator, Strategic Advisor, Group Worker and the Treasurer. The Senior Organiser ensures that the charity delivers the services specified and that key performance indicators are met. The Senior Organiser is also responsible for individual supervision of staff and ensures that staff are able to continue to develop their skills and working practices in line with good practice.

Risk Management:

The major risks to which the company is exposed, as identified by the Directors, have been reviewed, and systems have been established to mitigate those risks. The main risk is the company's current dependence on Big Lottery funding. A three year funding grant from Big Lottery ended on 30th April 2016 and an application for continuation funding for a further three years from the Big Lottery Fund was secured in June 2016. Other sources of core funding are always being investigated. External grant funding is sought in order to deliver additional projects which provide additionality to core services and also contribute to the sustainability of the organisation.

It is the policy of the trustees to retain within designated reserves sufficient reserves to cover the expenditure of the budgeted core functions for three months if funding became unavailable.

Objectives and Activities

The company's **objectives** and **principal activities**:

- To safeguard, protect and preserve the good health, both mental and physical of children and parents of children.
- To prevent cruelty to, or maltreatment of children.
- To relieve sickness, poverty and need amongst children and parents of children.
- To promote the education of the public in better standards of child care within the area of Goole and District and its environs.
- All of the above activities provide public benefit.

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Objectives and Activities (continued)

The main objectives and activities for the year were to focus upon the promotion of the said objects. The strategies employed to assist the charity to meet these objectives included the following.

- The use of volunteers to visit families in their own homes
- Establish a weekly International Parents Support Group
- Facilitate & support attendance at Family Groups
- Family Activities in school holidays
- Networking with other organisations
- Assisting families to access community resources
- All of the above activities provide public benefit
- Trustees give regard to the public benefit requirement contained within the Charity Commission guidance

Main objectives for the following year

In shaping our objectives for the following year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. Our main objectives are as follows:

- 1) Ensure that Home-Start Goole & District is here for parents now and in the future. We want to be sustainable so that we can continue to deliver effective services
- 2) Tailor our service to meet the particular needs of the families and the community in which they are based
- 3) Ensure that all parents are aware of what we have to offer and feel confident in our approach. We want to reach those who are socially disadvantaged and those who do not find it easy to ask for help
- 4) Implement the Fundraising Strategy in order to supplement our mainstream funding
- 5) Develop and implement a Marketing Strategy in order to support our work as outlined above
- 6) Increase service user participation in Home-Start Goole & District so that we can be more responsive to needs
- 7) Engage with families from the growing international community in Goole to encourage integration.

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Main objectives for the following year (continued)

Home-Start Goole & District aims to provide volunteers with the following:

1. New skills, experience and knowledge
2. Improved knowledge of local services and local issues
3. Raised awareness of the needs of families and communities
4. Improved access to paid employment opportunities and a range of educational opportunities
5. A sense of personal achievement and satisfaction
6. Improved confidence and self-esteem.

Strategies for and significant activities that contribute to achieving stated objectives
The organisation continually seeks to explore all appropriate funding opportunities and income streams which help achieve the charity's stated objectives.

Achievements and Performance

Review of Activities 2015-2016

▪ Home-visiting Volunteer Service

The principal activity is to provide volunteers who visit families in their own homes. The Scheme supports families to attend Family Groups to enable them to meet other families and build support networks.

▪ International Parents Support Group

The Scheme initiated a weekly group to support parents of primary age children with a focus on helping parents with English as a second language to integrate into the community. Costs associated with running this group, including a paid Group Worker, have been funded for 6 months with a grant from the Allen Lane Foundation until 30th June 2016. The weekly group has been well received and will continue with funding from The Big Lottery Fund.

▪ Family Activities

The Scheme organises events for families in school holidays. These activities are funded from a variety of small grants and donations.

▪ Working with other organisations The Scheme works closely with other statutory and voluntary organisations locally, in particular Children's Social Care Team, Children's Centres, Primary Care Trusts (Health Visitors and Psychiatric Services) and Voluntary Agencies such as Domestic Violence and Abuse Partnership, MIND and Communities Together.

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Future Planning

▪ Strategic Plan

A 3 year Plan was adopted by the Management Committee at the Board Meeting on 20th May 2015.

▪ Funding

A Stage Two Application to Big Lottery Fund was submitted in March 2016 for three years' continuation funding from May 2016. This application was successful in June 2016 and it is anticipated that this funding will commence August 2016.

Other grants are sought for specified purposes of providing 'extras', e.g. family and volunteer activities. None of these grants can be used to finance the core running costs.

Financial Review

Reserves Policy

Aside from building up a prudent amount in reserves, as specified in the Scheme's standing orders, most of the funds are to be spent in the short term so there are few funds for long-term investment. A review of the reserves policies is undertaken at the end of the financial year with a prudent allocation of designated funds as shown in these accounts.

Principal Funding Sources

See note 15 of the notes to the accounts for a detailed explanation of the company's restricted funds.

The principal **funding source** for the charity during the financial year was as follows:

- Running costs for April 2015 to March 2016 were met by a 3 year Big Lottery Fund Grant. The Big Lottery Fund grant covers the period from May 2013 to April 2016. In addition we have received small grants/donations and funds raised by our own fundraising team.

Investment Policy

Aside from building up a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long term investment. A review of investment policies is undertaken at the end of each financial year.

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Plans for Future periods

Please see main objectives for the following year.

- Funding for the following year is secure per the recent news that our application for continuation funding from Big Lottery Fund has been successful. This bid is for 3 years funding from 2016 to 2019.

In liaison with the Management Committee and Senior Organiser, the Fundraising and Sustainability Advisor will deal with all aspects of future funding; diversification of funding and fundraising will increase stability and long-term survival.

Statement of Director's responsibilities

The charity trustees (who are also the directors of Home-Start Goole and District for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and 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 charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees 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.

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Statement of disclosure of information to Independent Examiner

We, the directors of the company who held office at the date of approval of these financial statements, each confirm so far as we are aware, that:

- there is no relevant information of which the company's Independent Examiner is unaware; and

- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant information and to establish that the company's Independent Examiner is aware of that information.

Independent Examiner

A resolution to reappoint Independent Examiner, East Riding Voluntary Action Services (ERVAS) Ltd will be proposed at the forthcoming annual general meeting, on 13th July 2016.

By order of the Board

Barbara Dvalin

Trustee/Director

Date: *13th July 2016*