



The London Carers' Centres Consortium
(A company limited by guarantee and not having a share capital)

UNAUDITED INCOME AND EXPENDITURE ACCOUNT
AND BALANCE SHEET
FOR THE PERIOD ENDED
30th JUNE 2013

Company Number 07658903

Charity Number 1143811

**The London Carers' Centres Consortium
Report and Unaudited Financial Accounts
for the period ended 30th June 2013**

Reference and administration details:

Company registration number 07658903

Registered charity number 1143811

Management Committee

The Management Committee are the directors of the charitable company (the charity) and its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year were as follows:

Lynne Powrie, (CEO of Carers Bromley)	Chair
Diana Jones (CEO of Carers Lewisham)	Trustee & Company Secretary
Mike Coker (CEO of Harrow Carers)	Hon Treasurer (from 1 November 2012)
Verinder Mander (CEO of Southwark Carers)	Hon Treasurer (up to 1 November 2012)
Gill Struthers (Trustee of Barnet Carers)	(Appointed 24 October 2012)
Eglionna Treanor (CEO of Wandsworth Carers)	(Appointed 24 October 2012)
Glynis Donovan (CEO of Redbridge Carers)	(Resigned 3 April 2012)
Oliver Stanley (Trustee of Barnet Carers)	(Resigned 24 October 2012)
Mary Burkett (Trustee of City & Hackney Carers)	(Resigned 24 October 2012)

**Registered office 14 Bourne Court
Southend Road
Woodford Green
Essex
IG8 8 HD**

**Bankers CAF Bank
Charities Aid Foundation
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4TA**

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TRUSTEES' REPORT FOR THE PERIOD ENDED 30th JUNE 2013

Structure, Governance and Management

Governing document

The London Carers' Centres Consortium is a company limited by guarantee, governed by its Memorandum & Articles of Association dated 1st June 2011. It is a charity registered with the Charity Commission. The members are carers centre organisations based in London which are all affiliated to the Carers Trust. The trustees' limit of liability in the event of the company being wound up is £1.

Appointment of management Committee

The charity is governed by a Management Committee consisting of volunteer trustees who are elected by the membership from its member organisations. All have experience of delivering support for carers across London and many are or have been carers themselves. The Management Committee meets approximately every 6 weeks to review finances and performance and to plan ahead. Trustees serve for a maximum period of 3 years but may stand for re-election if retiring by rotation.

Membership is also governed by a Memorandum of Understanding (MoU) dated 9th December 2011 which sets out the way in which the members will collaborate and work with and through the Consortium for their common objects.

Achievements and Performance

Our Mission

To improve the consistency and access to advice, information, care and support for carers in Greater London.

Our Organisational Objectives

Our mission will be achieved through: -

- 1) Improving health and social care support services for carers through increased collaborative working between Carers Centres, commissioners, local authorities and the NHS
- 2) Developing the capacity of London Carers' Centres Consortium (LCCC) to support member centres through facilitation, coordination, research and the development of collaborative opportunities
- 3) Secure contracts and develop innovative collaborative working arrangements for 20 London Carers' Centres
- 4) Developing a regional strategic business model for carers support
- 5) Developing income generation activities that can support provision for carers in London

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Historically, a small executive was identified to begin developing the consortium using the £1500 from each of the original 16 centres that signed up as partners. These funds were used to appoint a consultant who undertook a mapping exercise with all participating centres, whether or not they were consortium members at the time. The consultant then developed a Partnership and Collaboration toolkit which is a valuable resource for member centres and has generated income for the consortium as it has been sold on to the Carers Trust.

A bid was submitted to the Innovation Excellence and Strategic Development Fund 2012-2013 which was unsuccessful. Another bid was submitted to Innovation Excellence & Strategic Development Fund 2013-14 but this was also unsuccessful. However, the work done on this remains valid and will be useful in contributing towards future work including fundraising as this stream of funding may be available again during this financial year.

We have also negotiated an excellent deal for consortium members to subscribe to Grantfinder fundraising software which individually would normally cost £4,326 but has been made accessible at £288 per centre. This benefit was only possible due to the structure of the consortium.

The Consortium now has a Board of Trustees, with a Chairman, an Honorary Treasurer and a Company Secretary.

Milestones:

- Delivery of Partnership and Collaboration Toolkit to all members
- The creation of Memorandum and Articles of Association
- Registered as a Company Ltd by Guarantee
- Registered with the Charities Commission
- Renewed a shared subscription to Grantfinder for 15 consortium members.
- Creation of Role Descriptions for Board positions
- Identified a Code of Conduct and a Conflict of Interest Policy for Board Members
- Created a Bank Account with 3 signatories
- Setting of a budget
- Established an Operational Plan up to March 2015

Over the last year of operation the charity has produced a number of outcomes:

- Produced an Operational Plan which has been used for funding applications and will be valuable for determining future activity and to be used other fundraising work.
- The trustees have met to develop ideas for social enterprise opportunities and have invited a consultant to advise on some of these options in order to focus on the most achievable alternative.
- Renewal of the shared subscription to Grantfinder fundraising software resource reducing the cost for each member by approximately 95%.
- A funding fair was organized for July 2013 but this had to be cancelled due to a lack of funders who could attend at the time.

The charity has no paid staff and no property. It has relied on the goodwill and voluntary efforts of the dedicated committee members its operations during the year. The committee members are all either CEO's or trustees of member centres and have a great deal of experience and expertise in developing and sustaining carers services across London over many years.

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Risk assessment

The trustees have considered the risks relevant to the charity and taken action to eliminate and mitigate these as appropriate. As there are no employed staff and no property, the risks identified are limited to mainly operational practice of the charity, capacity to deliver, sustainability and reputational issues.

Reserves policy

The trustees have considered the needs of the charity to hold reserve funding. Whilst current funding is limited and the net balance of funds is below £10,000, the trustees consider that for the time being a small reserve of up to £2,500 is sufficient to allow for contingencies and unforeseen operational costs. In the future, if staff are employed and property is acquired this policy will be reviewed and adjusted to reflect the increased risk and need for a higher level of reserves.

Financial review

The charity was established with contributions of £1,500 from each member centre. The funding has been carefully administered to achieve the outcomes listed under Achievements and Performance above. There has also been some income generated from the provision of training and the payment of subscriptions for the Grantfinder resource. There is a balance of £4,094 resulting from the difference between the year's income and expenditure.

Future income is expected to be generated from increased transactions between member organisations, grant and contract income from public and charitable sources and social enterprise activities planned for in the operational plan.

Acknowledgments

The trustees would like to express their thanks for the support provided by the Carers Trust (formerly Princes royal Trust for Carers) and the contributions of volunteers to establish the charity and achieve the outcomes mentioned above.

The future

The trustees are very mindful of the need to deliver benefits for the members and positive outcomes for carers across London. Whilst the current economic conditions can be challenging, the charity is a potential solution to reducing costs and gaining better value for members through sharing expertise and responding to unmet needs, particularly in areas of inequality and deprivation. The operational plan has been developed on this basis and focuses the efforts of the charity on appropriate areas of work in accordance with its Objects and Powers.

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Statement of Trustees' Responsibilities

Company law requires the trustees to prepare financial statements for each financial year that show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgments and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures being 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 operational existence

The trustees are responsible for keeping proper accounting records which 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 of fraud and other irregularities.

On behalf of the Board



Lynne Powrie (Chair of Trustees)

16 October 2013

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ACCOUNTANT'S REPORT FOR THE PERIOD ENDED 30th JUNE 2013

In order to assist you to fulfil your duties under the Companies Act 2006, I have prepared for your approval the accounts of London Carers' Centres Consortium for the period ended 30th June 2013 which comprise the Income and Expenditure Account and the Balance Sheet from the company's accounting records and from the information and explanations you have given me.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), I am subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

My work has been undertaken solely to prepare for your approval the accounts of London Carers' Centres Consortium and state those matters that I have agreed to state to the Board of Trustees of London Carers' Centres Consortium as a body in this report, in accordance with AAF2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than London Carers' Centres Consortium and its Board of Trustees as a body for my work or for this report.

It is your duty to ensure that The London Carers' Centres Consortium has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities and financial position of The London Carers' Centres Consortium. You consider that The London Carers' Centres Consortium is exempt from the statutory audit requirement for the period.

I have not been instructed to carry out an audit or a review of the financial statements of The London Carers' Centres Consortium. For this reason, I have not verified the accuracy or completeness of the accounting records or information and explanations you have given to me and I do not, therefore, express any opinion on the statutory financial statements.

David Wilson

David Wilson
Chartered Accountant
David Wilson Consultants
52 Fairfield Road
Uxbridge UB8 1AL

Date 16.10.2013

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**INCOME & EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED 30th JUNE 2013**

	2013	2012
	£	£
Income:		
Donations	-	16,785
Subscriptions	4,326	4,266
Interest	10	5
Other Income	-	1,515
Total Income	4,336	22,571
 Expenditure:		
Legal Fees	-	5,318
Consultancy	4,545	3,105
Grantfinder Internet Licence	4,326	4,266
Training Fees	-	1,015
Bank Charges	60	-
Public Liability Insurance	151	-
Sundries	13	14
Total Expenditure	9,095	13,718
 Net Surplus/(Deficit) for the Period	£(4,759)	£8,853

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**BALANCE SHEET
AS AT 30th JUNE 2013**

	2013	2012
	£	£
Current assets		
Cash at bank and in hand	4,094	10,948
 Creditors		
Amounts falling due within one year	-	(2,095)
 Net current assets	£4,094	£8,853
 Reserves		
Income and Expenditure Accounts	£4,094	£8,853

For the period ended 30th June 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial period and of its profit or loss for each financial period in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

The financial statements of The London Carers' Centres Consortium were approved by the board of trustees and authorised for issue on 16 October 2013. They were signed on its behalf by:



Lynne Powrie, Chair of Trustees

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NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 30th JUNE 2013

ACCOUNTING POLICIES

Basis of accounting

The accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006 and under the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Income

All income is included in the accounts when the Consortium becomes entitled to that income and the amount can be quantified with reasonable accuracy.

Expenditure

Expenditure is recognised in the period in which it is incurred and includes attributable VAT which cannot be recovered.