

VOICEABILITY ADVOCACY
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2017

	Notes	General Funds £	Subsidiary Undertaking £	Designated Funds £	Restricted Funds £	2017 Total Funds £	2016 Total Funds £
INCOME FROM:							
Donations and legacies	2	3,650	-	-	-	3,650	5,063
Charitable activities	4	8,778,745	-	-	348,887	9,127,632	8,942,063
Other trading activities			-	-	-	-	811,125
Investments	3	29,742	-	-	-	29,742	13,475
TOTAL INCOME		8,812,137	-	-	348,887	9,161,024	9,771,726
EXPENDITURE ON:							
Raising Funds		-	-	-	-	-	871,532
Charitable activities	5	9,238,570	-	21,323	422,720	9,682,613	8,675,543
Other charitable resources expended		134,948	-	-	-	134,948	131,344
TOTAL EXPENDITURE		9,373,518	-	21,323	422,720	9,817,561	9,678,419
NET INCOME/(EXPENDITURE) BEFORE GAINS AND LOSSES ON INVESTMENTS							
		(561,381)	-	(21,323)	(73,833)	(656,537)	93,307
Net gains/(losses) on fixed asset investment							
	9	87,877	-	-	-	87,877	1,385
Net gains/(losses) on subsidiary investment							
	10	(70,140)	70,140	-	-	-	-
NET INCOME FOR THE YEAR		(543,644)	70,140	(21,323)	(73,833)	(568,660)	94,692
TRANSFERS BETWEEN FUNDS	13/14	48,908	-	-	(48,908)	-	-
NET MOVEMENT IN FUNDS		(494,736)	70,140	(21,323)	(122,741)	(568,660)	94,692
RECONCILIATION OF FUNDS:							
TOTAL FUNDS BROUGHT FORWARD		2,257,770	(70,140)	1,049,668	225,841	3,463,139	3,368,447
TOTAL FUNDS CARRIED FORWARD		1,763,034	-	1,028,345	103,100	2,894,479	3,463,139

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

There were no recognised gains or losses for 2017 or 2016 other than those included in the Statement of Financial Activities.

Income and expenditure is derived solely from continuing operations.

*The total funds include consolidation adjustments and are not, therefore, a simple cast of the columns on this page.

VOICEABILITY ADVOCACY
GROUP BALANCE SHEET
AS AT 31 MARCH 2017

REGISTERED NUMBER: 03798884 (ENGLAND & WALES)

	Note	2017		2016	
		£	£	£	£
FIXED ASSETS					
Tangible assets	8		7,142		3,141
Investments	9		<u>878,762</u>		<u>201,385</u>
			885,904		204,526
CURRENT ASSETS					
Debtors	11	1,112,029		1,298,535	
Cash at bank and in hand		<u>1,693,951</u>		<u>3,043,494</u>	
		2,805,980		4,342,029	
LIABILITIES					
CREDITORS: amounts falling due within one year	12	<u>720,905</u>		<u>1,058,916</u>	
		720,905		1,058,916	
NET CURRENT ASSETS			<u>2,085,075</u>		<u>3,283,113</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			2,970,979		3,487,639
Provisions for liabilities	13		76,500		24,500
NET ASSETS			<u>2,894,479</u>		<u>3,463,139</u>
THE FUNDS OF THE CHARITY					
Restricted funds	14		103,100		225,841
Unrestricted funds:					
General funds			1,763,034		2,187,630
Designated funds	15		<u>1,028,345</u>		<u>1,049,668</u>
Total unrestricted funds			2,791,379		3,237,298
TOTAL GROUP FUNDS			<u>2,894,479</u>		<u>3,463,139</u>

These accounts were approved by the trustees on _____ and signed on their behalf by:

Cliff Broadhurst
Director and Trustee

VOICEABILITY ADVOCACY
PARENT BALANCE SHEET
AS AT 31 MARCH 2017

REGISTERED NUMBER: 03798884 (ENGLAND & WALES)

	Note	2017 £	£	2016 £	£
FIXED ASSETS					
Tangible assets	8		7,142		3,141
Investment in subsidiaries	10		667,994		738,134
Investments	9		<u>878,762</u>		<u>201,385</u>
			1,553,898		942,660
CURRENT ASSETS					
Debtors	11	1,112,029		1,394,641	
Cash at bank and in hand		<u>1,687,265</u>		<u>2,781,598</u>	
		2,799,294		4,176,239	
LIABILITIES					
CREDITORS: amounts falling due within one year	12	<u>1,382,213</u>		<u>1,561,121</u>	
NET CURRENT ASSETS			<u>1,417,081</u>		<u>2,615,118</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			2,970,979		3,557,778
Provisions	13		76,500		24,500
NET ASSETS			<u>2,894,479</u>		<u>3,533,278</u>
THE FUNDS OF THE CHARITY					
Restricted funds	14		103,100		225,841
Unrestricted funds:					
General funds			1,763,034		3,287,935
Designated funds	15		<u>1,028,345</u>		<u>19,502</u>
Total unrestricted funds			2,791,379		3,307,437
TOTAL CHARITY FUNDS			<u>2,894,479</u>		<u>3,533,278</u>

These accounts were approved by the trustees on _____ and signed on their behalf by:

Cliff Broadhurst
Director and Trustee

**VOICEABILITY ADVOCACY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2017**

	Notes	2017		2016	
		£	£	£	£
Cash flows from operating activities					
Net cash provided by/(used in) operating activities	A		(781,477)		(70,612)
Cash flows from investing activities					
Interest received		29,742		13,475	
Purchase of tangible fixed assets		(8,308)		-	
Purchase of Investments		<u>(589,500)</u>		<u>(200,000)</u>	
Net cash provided by/(used in) investing activities			(568,066)		(186,525)
Cash flows from financing activities:					
Repayments of borrowing			<u>-</u>		<u>-</u>
Net cash provided by/(used in) financing activities			-		-
Change in cash and cash equivalents in the reporting period	B		<u>(1,349,543)</u>		<u>(257,137)</u>
Cash and cash equivalents at the beginning of the reporting period			3,043,494		3,300,631
Cash and cash equivalents at the end of the reporting period	B		<u>1,693,951</u>		<u>3,043,494</u>

**VOICEABILITY ADVOCACY
NOTES TO THE CASHFLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2017**

**A RECONCILIATION OF NET INCOME TO NET CASH
FLOW FROM OPERATING ACTIVITIES**

	2017	2016
	£	£
Net income for the reporting period(as per the SOFA)	(656,537)	93,307
Adjustments for:		
Interest receivable	(29,742)	(13,475)
Depreciation	4,306	7,204
Decrease/ (Increase) in debtors	186,506	(155,679)
(Decrease)/Increase in creditors	(338,010)	(1,969)
(Decrease)/Increase in provisions	52,000	-
Net cash provided by (used in) operating activities	<u>(781,477)</u>	<u>(70,612)</u>

B ANALYSIS OF CASH AND CASH EQUIVALENTS

	2016	CASHFLOW	2017
	£	£	£
Cash at bank and in hand	3,043,494	(1,349,543)	1,693,951
	<u>-</u>	<u>-</u>	<u>-</u>

NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES

a) BASIS OF PREPARATION OF ACCOUNTS

The accounts have been prepared under the historical cost convention and include the results of the charity and its subsidiary company, Advocacy Experience Limited (ceased to operate on 1st April 2016) and its subsidiary charity, Advocacy Partners' (dormant), which are described in the Report of the Trustees. They have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The group has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the Charity's activities.

VoiceAbility Advocacy meets the definition of a public benefit entity under FRS 102.

b) INCOME FROM GRANTS, DONATIONS, ETC

Income is recognised when there is evidence of entitlement to the receipt, receipt is probable and its amount can be measured reliably. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

c) VOLUNTEERS

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the trustees' annual report.

d) EXPENDITURE

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

The costs of activities in furtherance of the Charity's objects include costs directly incurred in undertaking these activities. Where costs cannot be directly attributed to a particular category they have been allocated to activities on a basis consistent with use of the resources.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

e) TANGIBLE FIXED ASSETS

on a straight line basis over their estimated useful lives as follows:

- Improvement to leasehold buildings over life of lease
- Plant, equipment, furniture and motor vehicles 10%-33%

f) INVESTMENTS

Investments are included in the balances sheet at market value. Realised and unrealised capital gains and losses are recognised as increases/decreases of market value of investment assets within the Statements of Financial Activities.

g) OPERATING LEASES

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income as incurred.

**VOICEABILITY ADVOCACY
FOR THE YEAR ENDED 31 MARCH 2017**

NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES (continued)

h) PENSIONS

Employees are auto enrolled, after three months of employment, in the group stakeholder pension scheme operated by Foster Denovo. Employees are required to opt out should they not wish to be enrolled. The charity contributes 5% of gross salary and employees may make additional contributions. Employees joining the stakeholder pension contract directly with the insurance company. In addition to its own contribution the charity acts as agent in collecting and paying over employee pension contributions.

i) FUND ACCOUNTING

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

Designated funds comprise unrestricted funds that have been set aside by the Trustees 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 or which have been raised by the Charity for particular purposes.

j) GOING CONCERN

The Trustees have a reasonable expectation that the charity and the group have adequate resources to continue in operational existence for the foreseeable future and the charity is well placed to manage its business risks successfully despite the current uncertain economic outlook. Accordingly, they continue to adopt the going concern basis in preparing the annual report and accounts.

k) DEBTORS

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l) CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 DONATIONS AND LEGACIES- Parent

	Unrestricted Funds	Restricted Funds	2017 Total funds	2016 Total funds
	£	£	£	£
Donations and legacies				
Donations	3,650	-	3,650	5,063
	<u>3,650</u>	<u>-</u>	<u>3,650</u>	<u>5,063</u>

3 INVESTMENT INCOME - Parent

	2017 Total funds	2016 Total funds
	£	£
Interest received from bank accounts	3,740	13,404
Gift Aid from Subsidiary company *	-	-
Dividends Received	26,002	-
	<u>29,742</u>	<u>13,404</u>

* Eliminated on consolidation

VOICEABILITY ADVOCACY
FOR THE YEAR ENDED 31 MARCH 2017

NOTES TO THE ACCOUNTS

4 CHARITABLE ACTIVITIES - INCOME

	Grants £	Earned Income Contracts £	2017 Total funds £	2016 Total funds £
Advocacy Services	71,571	9,056,061	9,127,632	8,942,063
	<u>71,571</u>	<u>9,056,061</u>	<u>9,127,632</u>	<u>8,942,063</u>

Speak-Out On-Line (SPOOL) is a Department of Health funded project. 2016/17 grant receipts total £68,350. The project is continuing until August 2017.

5 COST OF CHARITABLE
ACTIVITIES - Parent

	Direct Staff Costs £	Other Direct Costs (incl Premises) £	(Note 5A) Support costs £	2017 Total Resources Expended £	2016 Total Resources Expended £
Advocacy Services	5,554,059	2,708,932	1,419,622	9,682,613	8,675,543
	<u>5,554,059</u>	<u>2,708,932</u>	<u>1,419,622</u>	<u>9,682,613</u>	<u>8,675,543</u>

SUPPORT COSTS -
Parent

	Fund Generation for Charitable Projects £	Management £	Finance £	Human Resources £	IT and Office Admin £	Governance costs	2017 Total Support Costs £	2016 Total Support Costs £
5A Advocacy Services	351,798	344,305	174,439	321,355	206,830	20,895	1,419,622	1,132,989
	<u>351,798</u>	<u>344,305</u>	<u>174,439</u>	<u>321,355</u>	<u>206,830</u>	<u>20,895</u>	<u>1,419,622</u>	<u>1,132,989</u>

6 GOVERNANCE COSTS - Parent

	2017 £	2016 £
Trustee and AGM costs	10,609	8,163
Auditor's Remuneration:		
Audit	10,260	9,640
Accountancy services	26	2,202
	<u>20,895</u>	<u>20,005</u>

7 STAFF COSTS - Group

No remuneration was paid to any of the trustees in the year (2016: £nil). Trustee travel & subsistence costs were reimbursed in line with VoiceAbility's expenses policy. The amount reimbursed to 4 trustees was £917 (2016: £3,431). There were no other related party transactions.

	2017 £	2016 £
Wages and Salaries	5,950,899	6,140,429
Social Security Costs	460,425	466,165
Pension Costs	256,463	198,267
	<u>6,667,787</u>	<u>6,804,861</u>

The average full time number of staff employed by the group during the year was 239.6 (2016 - 251 FTE)

	2017	2016
The number of staff earning the following amounts were as follows:		
£60,000 - £70,000	2	1
£70,000 - £80,000	1	1

* The employee voluntarily did not take up a salary adjustment made in line with the salary review noted on page 6.

Pension payments of £6,750 (2016: £6,915) were made for these employees.

During the year remuneration received by key management personnel totalled £278,593 (2016: £285,932).

VOICEABILITY ADVOCACY
FOR THE YEAR ENDED 31 MARCH 2017

NOTES TO THE ACCOUNTS

8 FIXED ASSETS	Computer equipment	Fixtures and fittings	2017 Total
a) Group	£	£	£
Cost:			
At 1 April 2016	12,614	13,293	25,907
Additions		8,308	8,308
Disposals	(6,467)	(4,374)	(10,841)
At 31 March 2017	<u>6,147</u>	<u>17,227</u>	<u>23,373</u>
Depreciation:			
At 1 April 2016	11,931	10,836	22,767
Charge for year	683	3,623	4,306
Eliminated on disposal	(6,467)	(4,374)	(10,841)
At 31 March 2017	<u>6,147</u>	<u>10,085</u>	<u>16,232</u>
NBV:			
At 31 March 2017	<u>-</u>	<u>7,142</u>	<u>7,142</u>
At 31 March 2016	<u>683</u>	<u>2,457</u>	<u>3,140</u>
8 FIXED ASSETS	Computer equipment	Fixtures and fittings	2017 Total
b) Parent	£	£	£
Cost:			
At 1 April 2016	6,147	13,293	19,440
Additions	-	8,308	8,308
Disposals	-	(4,374)	(4,374)
At 31 March 2017	<u>6,147</u>	<u>17,227</u>	<u>23,374</u>
Depreciation:			
At 1 April 2016	5,464	10,836	16,300
Charge for year	683	3,623	4,306
Eliminated on disposal	-	(4,374)	(4,374)
At 31 March 2017	<u>6,147</u>	<u>10,085</u>	<u>16,232</u>
NBV:			
At 31 March 2017	<u>-</u>	<u>7,142</u>	<u>7,142</u>
At 31 March 2016	<u>684</u>	<u>2,457</u>	<u>3,141</u>

VOICEABILITY ADVOCACY
FOR THE YEAR ENDED 31 MARCH 2017

NOTES TO THE ACCOUNTS

9 INVESTMENTS HELD AS FIXED ASSETS

	Group 2017 £	Parent 2017 £	Group 2016 £	Parent 2016 £
As at 1 April 2016	201,385	201,385	-	-
Additions	589,500	589,500	200,000	200,000
Net investment gains	87,877	87,877	1,385	1,385
As at 31st March 2017	<u>878,762</u>	<u>878,762</u>	<u>201,385</u>	<u>201,385</u>
Invested in:				
COIF Charities Investment Fund	<u>878,762</u>	<u>878,762</u>	<u>201,385</u>	<u>201,385</u>

10 FIXED ASSET INVESTMENT IN
SUBSIDIARIES - Parent

	2017 £	2016 £
Brought Forward as at 1 April	738,134	738,134
Provision against Investment in subsidiary	(70,140)	-
Carried Forward as at 31 March	<u>667,994</u>	<u>738,134</u>

The subsidiary is Advocacy Experience Limited (number 04406655), in which the parent hold 100% of the share capital. At the year ended 31.03.17, retained earnings were £667,994. A summary of its income and expenditure can be found on the SOFA and note 20.

11 DEBTORS: due within one year

	Group 2017 £	Parent 2017 £	Group 2016 £	Parent 2016 £
Trade debtors	868,376	868,376	1,108,449	1,065,245
Other Debtors	153,378	153,378	76,506	216,876
Prepayments	90,275	90,275	113,580	112,520
	<u>1,112,029</u>	<u>1,112,029</u>	<u>1,298,535</u>	<u>1,394,641</u>

12 CREDITORS: Amounts falling due within one year

	Group 2017 £	Parent 2017 £	Group 2016 £	Parent 2016 £
Trade creditors	167,174	167,174	340,146	337,332
Amount due to Advocacy Experience	-	661,307	-	538,166
Accruals and deferred income	328,528	328,528	452,853	446,448
Other creditors	90,163	90,164	109,713	107,681
Social Security and other taxes	135,040	135,040	156,204	131,494
	<u>720,905</u>	<u>1,382,213</u>	<u>1,058,916</u>	<u>1,561,121</u>

12A DEFERRED INCOME

Deferred income comprises of income received in advance for work not yet undertaken on projects

	Group 2017 £	Parent 2017 £
Balance as at 1 April 2016	82,435	82,435
Amount released to income earned from charitable activities	(82,435)	(82,435)
Amount deferred in year	47,738	47,738
Balance as at 31 March 2017	<u>47,738</u>	<u>47,738</u>

VOICEABILITY ADVOCACY
FOR THE YEAR ENDED 31 MARCH 2017

NOTES TO THE ACCOUNTS

13 PROVISIONS FOR LIABILITIES AND CHARGES - Parent

	Brought Forward	Movement in the year	Carried Forward
	£	£	£
Dilapidations Provision	24,500	-	24,500
Customer Refund Provision	-	40,000	40,000
Staffing Provision	-	12,000	12,000
	<u>24,500</u>	<u>52,000</u>	<u>76,500</u>

Dilapidations Provision

To provide for the refurbishment of our Cambridge office at the end of our tenancy as required by our lease agreement. The likely cost of this is calculated and charged to projects as an additional accommodation cost on an annual basis.

Customer Refund Provision

To provide for potential refund, due to under delivery, on a project which finished 31st March 2017.

Staffing Provision

To provide for a HR issue identified pre 31st March 2017.

14 RESTRICTED FUNDS - Parent	Brought Forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Barking, Dagenham & Havering IMCA & IMHA (Ex Hubb)	7,796	-	-	(7,796)	-
Ex Loud and Clear	122,870	109,236	129,006	-	103,100
Cambridge IMCA	38,361	71,473	80,090	(29,744)	-
Speak Out Council (Parliament - CCC) (2,155)	59,878	58,794	1,071	-
Peterborough IMHA	38,980	39,950	39,529	(39,401)	-
SPOOL (Department of Health)	19,989	68,350	115,301	26,962	-
	<u>225,841</u>	<u>348,887</u>	<u>422,720</u>	<u>(48,908)</u>	<u>103,100</u>

- The restricted ex Loud & Clear funds are to be spent in a specific geographical area.
- The grant from Department of Health is a continuing project that finishes in August 2017.

At the satisfactory completion of some projects, the remaining balances have been taken to general funds.

15 DESIGNATED FUNDS - Parent	Brought Forward	Income	Expenditure	Transfers	Carried Forward
	£	£	£	£	£
Investment in Development	1,049,668	-	21,323	-	1,028,345
	<u>1,049,668</u>	<u>-</u>	<u>21,323</u>	<u>-</u>	<u>1,028,345</u>

Investment in Development

This fund was set up for investment in development of new business directions including Care Act

**VOICEABILITY ADVOCACY
FOR THE YEAR ENDED 31 MARCH 2017**

NOTES TO THE ACCOUNTS

16 OTHER COMMITMENTS - Parent

	Land and Buildings 2017 £
Total minimum lease payments for leases which expire between 1 and 10 years	255,432
Amounts payable within one year	71,236
Amounts payable between one and five years	96,918
Amounts payable later than five years	87,278

Lease payments of £235,528 have been recognised as an expense for the year.

17 NET MOVEMENT IN FUNDS FOR THE YEAR - Group

The deficit caused by Expenditure exceeding Income is stated after charging:

	2017 £	2016 £
Auditors Remuneration:		
Audit	10,750	10,000
Prior year (over) / under accrual	(490)	(360)
Accountancy services	26	2,202
Depreciation	4,306	7,204
Operating lease rentals - Land and buildings	<u>235,528</u>	<u>223,329</u>

18 LIABILITY OF MEMBERS - Parent

The charity is Limited by guarantee. In the event of the charity being wound up the liability of the members is limited to £1.

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS - Parent

	Unrestricted Funds £	Restricted Funds £	2017 Total funds £
Fixed Assets	1,553,898	-	1,553,898
Net Current Assets	1,390,481	103,100	1,417,081
Provisions	(76,500)		(76,500)
	<u>2,867,879</u>	<u>103,100</u>	<u>2,894,479</u>

NOTES TO THE ACCOUNTS

20 STATEMENT OF FINANCIAL ACTIVITIES DETAIL FOR YEAR ENDED 31st MARCH 2016

	Notes	General Funds £	Subsidiary Undertaking £	Designated Funds £	Restricted Funds £	2016 Total Funds £
INCOME FROM:						
Donations and legacies	2	5,063	-	-	-	5,063
Charitable activities	4	8,499,033	-	-	443,030	8,942,063
Other trading activities			811,125	-	-	811,125
Investment Income	3	13,404	71	-	-	13,475
TOTAL INCOME		8,517,500	811,196	-	443,030	9,771,726
EXPENDITURE ON:						
Raising funds		-	871,532	-	-	871,532
Charitable activities		8,214,223	-	57,144	404,176	8,675,543
Other charitable resources expended		131,344	-	-	-	131,344
TOTAL EXPENDITURE		8,345,567	871,532	57,144	404,176	9,678,419
NET INCOME/(EXPENDITURE) BEFORE GAINS AND LOSSES ON INVESTMENTS		171,933	(60,336)	(57,144)	38,854	93,307
Net gains/(losses) on investments		1,385	-	-	-	1,385
NET INCOME FOR THE YEAR		173,318	(60,336)	(57,144)	38,854	94,692