

reach

Reach Learning Disability Beyond expectation

Serving adults with learning disabilities in Nottinghamshire

Annual Report & Accounts
Registered Charity Number: 1076318



Year Ending 31st March 2016

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Report of the Council

The Council presents its Report and the financial statements for the year 1st April 2015 to 31st March 2016.

Chairman's Report

Reach Learning Disability continued to make very good progress during its last financial year. In particular, Reach Care (previously known as The Care Project) continued its rapid expansion as the families of adults with learning disabilities hear about us and the standards we keep and actively seek us out. We have never needed to advertise our services and indeed we have had to restrict our growth because we will not take on new clients until we have recruited and trained the right sort of people to care for them.



The growth of our day services has been more muted, however, due to a combination of factors including the physical restraints of the premises we occupy and the increasing reluctance of Social Services to fund as many hours of day service as they have in the past, which of course has an impact on the choices of our clients and on their wellbeing.

I wrote last year of the concerns we have for the appropriate funding of the increases planned in the National Living Wage which if not done properly will have a massively destructive effect on the whole care sector. Already there are significant strains in the system as the local authority seeks to balance its budgets. We care deeply about the quality of life of our service users and we will do everything we can to protect their interests.

Work on our management structure and capabilities continues to allow us to cope with the increased responsibilities and risks which come with our rapid growth. A new supervisory structure has been introduced to Reach Care and senior appointments are being made in both finance and operations. Much work is being done on a sustainable business model for the Flower Pod and a much more comprehensive business plan for the next three years is under development. Together with our enhanced understanding of our risks and their management, these steps should put us in a sound position to get the funding needed to continue our mission.

None of what we do would be possible without the dedication of our staff and our army of volunteers. On behalf of Reach and as a parent of a learning disabled son myself, I thank them for all they do and will do for us.

David Thompson - Chair

Chief Executive's Report

2015/16 has been another exciting year for Reach. Our continued growth despite a difficult economic backdrop, has been challenging and has highlighted the need for a stronger infrastructure. Our successful bid to the Office for Civil Society's Local Sustainability Fund has meant that we could start to address this need. With the help of some experienced management consultants we have sought to properly visualise our strategic direction, create a consistent approach to business planning and operational activity, document and monitor our quality standards and bolster our finance and operations management.



Our specialised domiciliary care company continues to grow whilst managing to maintain its high quality standards. The overall 'good' rating we received in our first 'Key Lines of Enquiry' CQC inspection was an excellent result considering the recently embedded management team and large number of new care staff. Local market demand for our services continues and we expect a controlled growth of turnover to follow.

Our Flower Pod social enterprise is amazing. It continues to attract local and national acclaim. The combination of a groundbreaking locally grown cut flower business combined with the benefits of horticultural therapy for our clients is quite unique and another example of the way that Reach can 'think outside the box' when it comes to creating meaningful activity for our clients.

I am proud of the difference we make to the lives of our clients. There is anecdotal evidence in abundance throughout the organisation and, later in this report, you will read just three of the many good news stories that emanate from our everyday work. I am constantly indebted to our wonderful trustees, talented colleagues and dedicated volunteers that all come together to make this charity what it is today.

As we strive to take our message and our service delivery across Nottinghamshire we know that many challenges lie ahead but blessed, as we are, with our amazing team and fortified by our unwavering belief in Reach's vision we feel we are ready for whatever the future holds.

Steve Shatwell
Chief Executive

Vision, Mission and Values

Vision

Our vision is of a community where people with learning disabilities can make a good life for themselves – a life full of meaning, challenge, opportunity and friendship.

Mission

We aim to enable people with learning disabilities to reach beyond expectation by providing personalised support with purposeful activity and by creating new opportunities for them to lead fulfilling lives in their own community.

We believe that:

- everything we do should inspire **trust** and confidence.
- we all need to feel **safe**, encouraged and valued.
- everyone has the right to **aspire**.
- understanding **individual needs** takes time and care.
- we all have the right to share in the **life of the community**.
- the **voices** of people with learning disabilities AND their families must be heard
- our commitment to **high standards** must underpin all that we do.

People with learning disabilities in Nottinghamshire

- 14,715 adults with learning disabilities in Nottinghamshire (Nottinghamshire County Council Joint Strategic Needs Assessment, 2012)
- Most of our clients have learning disabilities but we are also able to support those with autism spectrum disorders, brain injury and/or whose sensory and communication impairments present a similar barrier to quality of life as living with a learning disability.
- Most of our services are aimed at adults aged 18 years. However we run a young people's social group on Monday night (Southwell) and can work in partnership with schools and colleges.

Key issues:

- Risk of poor health outcomes: four times as many people with a learning disability die of preventable causes as people in the general population. (Mencap).
- Loneliness.
- Lack of meaningful, purposeful activity.
- Those living in areas of deprivation and those living on low incomes face additional challenges.
- Families in crisis: People in their 40s and 50s living at home with older family carers; young people leaving school and college for whom services can often 'dry up'.

We are always happy to hear from people with learning disabilities of any age and their family carers who would like to discuss their options for the future.

We can and do make a difference:

We don't have all the answers but we always aim to listen and to work with adults with learning disabilities and their families to find ways of building a happier, healthier life in the community.

Financial Review

Once again we have experienced a year of very rapid growth arising mainly from the expansion of our domiciliary care service.

Total income for the year was £1,410,000, an increase of £434,000 (44%) on last year, which means it has doubled over just 2 years. Within this total, the turnover of Reach Care moved from £438,000 to £829,000, an increase of 89%. Elsewhere, income from day service activities grew by a more modest 15% and flower sales actually fell.

The surplus for the year was £75,000, up from £52,000 last year. This was fuelled by a wholly exceptional year experienced by Reach Care, recording a profit of £97,000 despite gross margins falling by more than a fifth. There were reductions in fees per hour in most cases from £13.80 to £13.00 to contend with as well as salary increases for our carers to maintain our position above the minimum wage. In the current year, more structure has had to be introduced to cope with continued growth as well as significant increases to supervisory, recruitment and training costs resulting in a step-change in overall costs and a major reduction in the surplus.

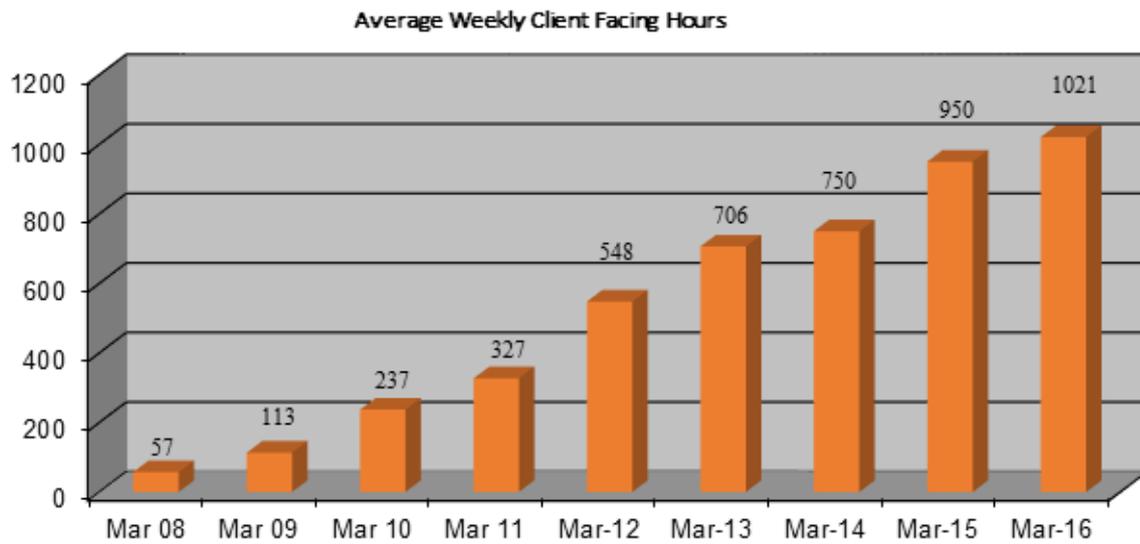
As can be seen, our other activities produced a small loss as we continue our efforts to put our day services in Mansfield and at the Flower Pod onto a sounder footing and to provide a sustainable future for the cut flower business.

The balance sheet has strengthened as a result of the surplus and the short term loan of £20,000 has been repaid. Some of these funds are earmarked for investment in management capability as we continue the process of transforming from a small to a medium-sized charity.

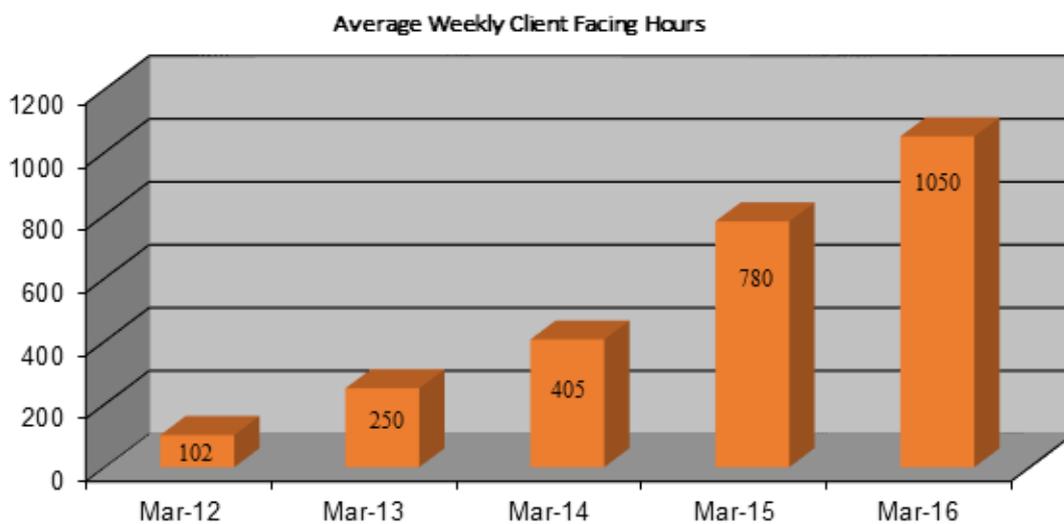
It is the policy of the charity to maintain unrestricted free reserves at a level to provide sufficient funds to cover 3 months operating expenditure. The Trustees consider that the current level of free reserves is appropriate for the charity and they will regularly review the level of reserves held.

Achievements and Performance

Reach Learning Disability (Day Service)



Reach Learning Disability Care Ltd (Care Support)



Highlights and challenges

Reach Mansfield

Benefitting from some medium term funding from the Thomas Farr Charity and Jones 1986 Trust, the Mansfield base has now moved into its own dedicated rooms in the St John's Centre. Client numbers have steadily increased and the base records very high client satisfaction levels. With the addition of a new project co-ordinator who is a qualified nutritionist, the base is going from strength to strength.

The successful 'Reach Fitness' project funded by the Health and Social Care Volunteering Fund is nearing its conclusion and a new partnership project with Mansfield District Leisure Trust has taken its place. This community sports project funded by Sports England is well attended and has extended to include a weekly informal club session for clients to attend.

Reach Newark

We continue to search to try and source more appropriate and accessible premises from which to run our very successful Newark day service. The menu of activities continues to grow providing clients with an increasing number of opportunities available to them. This, in turn, has led to an increase in client numbers and client facing hours.

The 'Friends of Reach' continue with their sterling work to raise funds for the Newark base and we are very grateful for that. Newark remains our busiest base and over the years has become a second home to many of the regular clients.

Reach Southwell

Southwell will very soon expand its activities to cover all five weekdays. With its unique personal offering to clients, this more rural base serves to accommodate clients from a number of smaller villages around Southwell who may, in the light of severe cuts in transport funding, have difficulties accessing other day services.

Based in the same premises as our central administrative function, the day centre keeps all our non-service staff close to clients and the true purpose of our endeavours.

Accommodation

The Halloughton Road development that includes the property and land intended to be gifted to us has now been granted full planning permission. As soon as the Section 106 legalities are agreed we can, hopefully, move towards full ownership. We must then start the difficult task of generating sufficient funding to complete the necessary building works to accommodate 12 of our clients in a supported living environment.

Reach Learning Disability Care

Reach Learning Disability Care Ltd increased turnover to £829,000 and produced a net profit of over £98,000 which will be used for the benefit of Reach. We strive to balance our continued growth (89% this year) with our ongoing objective of first class quality service. At the end of this financial year we were providing over 1050 hours of care support per week to 38 clients. In our CQC inspection earlier this year, we were rated GOOD overall with a recommendation by the inspector to aim towards an Outstanding rating at the next inspection.

The company continues to grow despite the fact that little if any real marketing activity takes place. Families continue to find us by our reputation locally for delivering high quality care at a time when many of our contemporaries are finding quality difficult to maintain with increasing downward pressure on social care budgets. This year we have concentrated on substantially strengthening the senior management and middle management teams which will, inevitably, impact on profitability in the short term but will support our efforts to maintain our quality delivery.

Flower Pod

Flower Pod is currently undergoing a major strategic review and we are focussing heavily on where we want this social enterprise to be in the next three to five years. Currently the project delivers unique horticulture therapy based day service whilst producing high quality and very distinctive flower arrangements for weddings, funerals, events and business décor. The base also produces natural grown confetti, winter products such as wreaths and delivers volunteer and team building days for a growing number of larger companies around the County. These companies include Boots, Speedo, Notts Trent University and Experian.

Our business plan, once produced, will inform our direction and what investment will be needed to move this exciting enterprise from a cottage industry to a fully functioning business. Whatever the direction, our client activity and involvement will remain central to the project. They are what makes the Flower Pod so special.

Pete - Flower Pod

Pete is 65 and lives in an enhanced supported living environment. He has been coming to Reach since 2011 and Flower Pod since 2013.

Pete's story is one of a shy and retiring man whose diagnosis of paranoid schizophrenia meant he has spent a large part of his life in institutions "I've been away a long time duck". Listening to Pete reveals a quiet, nature-loving man who worked in the gardens at institutions for a bit of cash to "buy some baccy or a beer"

When Pete started using our services he was very withdrawn. Eye contact was minimal and it was clear he found mixing with others difficult, especially groups. He would choose to work separately. "A bit of a loner", Pete's speech is quite difficult to understand and he would become frustrated when faced with having to repeat himself so it's likely he avoided those occasions except to seek either instruction or reassurance that what he was doing was right.

Over the years, we have gradually gained Pete's trust and offered praise and reassurance for the valuable work he does as part of our enterprise. Our approach has been to offer Pete the option to get involved in all things we do, but the choice is always his.

Gradually Pete has built his capacity to feel more comfortable around other people. He sits in at our morning get-togethers where we share information and discuss the day's tasks. He contributes his ideas about what we can do to make money from our social enterprise. "Have you thought about making hanging baskets?"

Pete tells us: "I like it here. I do work... have a fag... cup of tea and then get back on with it. It's interesting here, different things, new people".

The opportunity to take part in Flower Pod's confetti-making project revealed a wonderfully sensitive, astute and gentle man. At least thirty different rose heads, shapes and colour were left in a pile. I observed as he considered very carefully what colour group each of the blooms belonged to, I was thrilled to see that he could distinguish different shades of red; pink red/orange red/purple red. If he had difficulty because the colours were very close I watched him touch, smell and sometimes feel each rose before carefully, meticulously holding it next to others to discern subtle differences before making the choice of where to put it.

Flower Pod offers Pete the opportunity to use his skills, to do something practical, to be amongst nature, to share his knowledge and be good at something. Staff and volunteers know to allow him to have space and time, quietude when he needs it and the chance to mix with other people if he wants to, on his terms, in his own time.

Jane Hufton
Flower Pod Centre Manager



Ann-Marie – Reach Mansfield

One of our first Reach Mansfield clients, Ann-Marie now attends eight sessions a week. She participates enthusiastically in classes and likes to help other clients too. She has performed in each of our concerts (Easter, summer and Christmas) and also at a performance at County Hall in June 2015. She finds Art and Crafts particularly therapeutic and enjoyable.



Ann-Marie has a diagnosis of Autism Spectrum Disorder and Pathological Demand Avoidance. When she is anxious, distressed or feels as though things are out of her control she can exhibit behaviours which challenge. When she first attended Reach in 2012 she came with two of her own support workers to help her cope.

Coming to Reach has been a steady and consistent influence in Anne-Marie's life and being more independent is extremely important to her. By working with her, her family and her care support providers, Reach staff have put support in place to enable Ann-Marie to achieve her ambition of greater independence. This has included using things like visual timetables and doing work around boundaries. But most importantly we have listened.

She was coping so well by the end of 2012, that her care support team was reduced from two to one. Then, in March 2016 it was agreed with Ann-Marie, her family and other professionals involved in her care that she would be able to travel independently to Reach in a taxi without her own care support staff. Ann-Marie is extremely proud of this achievement.

Ann-Marie has also worked hard to improve her choices around diet and exercise. Over the years, Reach staff have supported her to reduce her sugar intake and to find out which exercise she enjoys.

Her father Trevor understands the impact of Reach in her life: "From our point of view; Ann-Marie is so enthusiastic about attending Reach. She wants to go on **every** outing and attend **every** function and is disappointed when she can't attend if we are on holiday. Reach is such a positive influence on Ann-Marie and satisfies her need for independence. Her life has been transformed."

Catherine Shatwell
Reach Mansfield Centre Manager

Sarah – Reach Southwell

Sarah is a 53 year old woman who lives at home with her mother and father. Sarah's father is her main carer and he also cares for his wife who increasingly needs support. Sarah has attended Reach for several years. She enjoys a full week of activities:

- Monday: Women's Group
- Tuesday: Media fun
- Thursday: Women's Group
- Friday: Food & fitness in the morning followed by Art in the afternoon.
- One-to-one cookery sessions (offered on a rolling basis): led by an experienced volunteer: the morning is spent preparing a nutritious meal that is then shared with family and friends.



Sarah also receives 10 hours of one-to-one care support from Reach Care (our care support company). Staff work with Sarah to identify the skills she needs to gain for more independent living in the future. Sarah can then practice her skills within her timetabled sessions, in a safe, supportive environment encouraged by volunteers and staff. The combination of activities also enables Sarah to explore and express her creative side, build confidence and self-esteem, improve her communication skills and to feel healthier. She is a talented singer and recently performed her favourite Queen songs at Portland College and a Reach fundraising event to great acclaim.

Sarah's sister Susan explains why Reach is important to them:

"As Sarah's sister I have, in all our lives, never known her initiate conversation and never ask a question of someone she didn't know but the last time we were together a few weeks ago she did. I was astounded. Sarah has always shown kindness, creativity, a talent for singing and dancing, a sense of humour of her own, an ability to remember things to the minute detail, a love of walking and talking with those she enjoys to be with when she feels like it, an independence, even if limited, of ideas and action. All of these things are familiar to her very close family members, probably no more than 10 or 12 people. Now, in her mid-fifties, these characteristics and her personality are far more wide-reaching like never before. In the last 18 months nearly every person who spends time with Sarah has seen the rapid development of all of these, be it her close family or those who are undoubtedly responsible for this change, the members of the Reach Southwell community. I would never have believed that their caring and kindness, hard work providing many weekly activities and emotional support could engender such a transformation as it has in Sarah. She continues to blossom and my heart is warm for her, my mother and father who after a lifetime of caring for their child are equally indebted to the intelligent responses Sarah receives at Reach and feel the relief of a shared responsibility. Her future seems completely optimistic and that would never have been the case without all that is Reach." - Susan, Sarah's sister.

Sarah is now looking forward to going on the upcoming Reach holiday to Warners in Suffolk. On Reach holidays Sarah experiences real independence, thinks about what skills she would like to develop, and has fun at the same time!

Beverley Rayner
Reach Southwell Centre Manager

Client Forum - Reach Newark

A forum meeting is held at the end of each term. Client representatives attend the forum and present feedback from clients on each of our courses. Where possible, clients receive advocacy training to enable them to gather feedback from course participants and to feed this back. Kayleigh, Project Co-ordinator, at Reach Newark gives an example: "For the last few terms it was always brought up that the cookery groups wanted a new oven, this term funding from FatFace meant we were finally able to say we have actioned this and the clients are over the moon with their new oven and have been keeping busy baking!"

Sara Long, the class representative for Friday Computers class in Newark, feels that it is important that the Learner Forum exists, she said her role as a rep was to "make sure all clients are happy with the classes they're in" and if a client comes to her with an issue she would write down the feedback and pass it on to the tutor.

Robert Wright, the class representative for dancing, said that as a rep he likes to make sure everyone is enjoying themselves in dancing as they have a lot of talent. Kayleigh explains: "The Learner forum meetings enables the clients to take on a new responsibility and they take their roles seriously and enjoy making sure their peers feel that Reach courses are meeting their needs. It is a true pleasure to be able to act upon their requests and get termly feedback to enable the tutors to know what the class members have enjoyed."

In 2017 we will trial the use of the Learning Disability Outcomes Star ('My Life Star') to help us further refine and develop our approach to monitoring and evaluation across the organisation.



Part of Life Too

At Reach we believe that we all have the right to share in the life of the community.

Being part of the local landscape underpins everything that we do.

We work hard to:

Recruit local volunteers to contribute their skills and increase their understanding of the needs of people with learning disabilities and their families in their neighbourhood.

Make links with other local groups so that adults with learning disabilities can get involved in community events and use facilities alongside other people.

Examples of our recent community involvement achievements:

- In 2016 Reach was awarded the **Queen's Award for Voluntary Service** in recognition of the contribution to the community made by our many volunteers each week. This is a wonderful tribute to the thousands of hours donated by local people to our bases each year and a great honour for Reach. The Award attracted significant interest from the local media, raising the charity's profile and helping increase enquiries from potential new volunteers.
- Partnership working with Southwell Town Council has enabled clients to participate in the town's annual lantern-making workshops and lantern walk. Clients have also enjoyed a further opportunity to get involved in a local community archaeological dig.
- Partnership working with Mansfield District Leisure Trust sees us participating in a mainstream community sports project funded by Sport England. Similar work is also underway in Newark. Projects like this have the dual benefit of supporting clients to build confidence in using their local leisure facilities whilst promoting a greater understanding amongst mainstream service providers about how to improve accessibility of their services.
- Reach Newark's Growing Group have transformed two overgrown allotment plots into an accessible, pleasant wildlife-friendly area with a shed and picnic area. The group have strengthened their links with Framework and the Community Mental Health Team, and held an open day and barbecue during the year.
- Several clients have been supported in their own volunteering during the year, including Rumbles Café, Homestart, a local gift shop and a local bookshop. Staff work with organisations and clients to identify opportunities and trouble-shoot barriers to participation. We also offer low-cost evening socials to enable those in day-time work or volunteering posts to continue to have opportunities for fun and socialisation.



Income Generation

Personal Budgets

Nottinghamshire County Council provide adults with learning disabilities with a personal budget to pay for, amongst other things, day service like ours. This is subject to the potential clients meeting the Authority's 'Fair Access to Care Services' (FACS) criteria. We are, for a number of clients, the recipient of this individualised funding and we hope that this area of funding will help towards our longer term sustainability. However, personal budget income does not cover staff time and resources needed to offer our 'added value' activities - eg client holidays, evening clubs and socials, opportunities to get involved in community life.

Community Events

We continue to develop our 3 main annual fundraising events: our Reach Off Road bike ride (formerly Tonya's Challenge), Mansfield 10k Road Race and our annual Donation Week. These are interwoven with smaller community fundraising activities e.g. Quiz Nights, Fun Runs, Street Collections, Party Night, Bag Packs etc. We also continue to encourage people to run their own events or take part in national events on our behalf e.g. London Marathon, Ride London etc. We have an increasing number of local groups and businesses organising events on our behalf and this year we were delighted to be chosen once again as a nominated charity for the Deerstock music festival.

Grants and Trust Funds

In 2015/16 we were successful in securing funding from a range of local and national charitable trusts, foundations, lottery and statutory funders. We continue to strive to evidence the positive impact of our work, our commitment to innovation and partnership, and that, above all, our activities respond to what adults with learning disabilities and their carers tell us needs to happen.

Structure, Governance and Management

Head Office and Delivery Premises

Reach's principal office is Prebend Passage, Southwell, Nottinghamshire (from 1st June 2014). This is also our Southwell day service centre. In January 2009, the charity opened a base at Barnby Gate Methodist Church Hall, Barnby Gate, Newark, Nottinghamshire. In July 2012 another base was opened at St John's Church Hall, St Johns Street, Mansfield, Nottinghamshire. In the same month, a horticultural social enterprise and day service base was opened at Home Farm, Brackenhurst Lane, Southwell, Nottinghamshire (Flower Pod).

Structure

On 1st April 2014 the charity's name was officially changed from Southwell Care Project to Reach Learning Disability. It is a company limited by guarantee without a share capital (company number 3724275), and also a registered charity (number 1076318). It is governed by its Memorandum and Articles of Association.

Governance

The Company is administered by its Council of Management, the members of which are trustees for the purposes of Charity law and directors for the purposes of Company Law. The Company has a wholly owned subsidiary company, Reach Learning Disability Care Ltd (company number 7619886). The trustees meet at least six times a year. Reach Care directors meet at least four times a year. Attendances at both sets of meetings are excellent. We take great care that the membership of the board comprises a good mix of the skills required to steer the organisation together with an adequate representation of parents of people with learning disabilities. The Chief Executive and his senior paid officers report to every board meeting.

Representatives of the Client Forum report regularly via their Centre Manager into senior management.

Directors' Responsibilities

Company and Charity Law requires the Council to prepare statements for each financial period, which give a true and fair state of the affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the Council 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
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Council are responsible for keeping proper accounting records which disclose at any time the financial position of the company and its subsidiary 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 charitable company and of the group and hence for taking reasonable steps for the prevention and detections of fraud and other irregularities.

Signed on behalf of the Council.



David Thompson, Chairman

31st October 2016

Officers of Reach Learning Disability

Chairman

Mr David Thompson FCA

Formerly Deputy Chief Executive and Finance Director of The Boots Co plc and Non-executive Director of Cadbury Schweppes plc. Formerly Chairman of Nottingham Building Society. Currently Trustee of the Boots Pension Fund. Formerly Chairman of The Nottingham Healthy Living Centre. Father of a son with a learning disability.

Council Of Management

Mr Nick Turner

Deputy Chair of Trustees. Retired local businessman. Member of Southwell Lions. Verger at Southwell Minster

Mrs Ann Best

Founder of Westgate Group (local self-help group). Mother of son with learning disabilities.

Mrs Madeline Oliver

Former Radiographer. Mother of son with learning disabilities.

Mr Trevor Gatie FCCA

Honorary Treasurer. Retired Finance Services Manager with British Gypsum.

Mrs Daphne Hughes

Matron of Caudwell House (Children's Home) for 30 years. JP for 26 years. Deputy Chairman of the Bench. Chairman of Youth Court. Mother of daughter with learning disabilities.

Mr Keith Harding

Former Operations and Marketing Executive of The Boots Co plc. Father of a daughter with learning disabilities

Mr Michael Davidson

Former Head of Humanities and Religious Education Teacher at Magnus School

Mrs Pati Colman

Independent Investigator of complaints and employment matters. Former Complaints Manager, Training Officer and Social Worker for Notts County Council. Chair of the Westgate Group for people with disabilities and their families

Mrs Julie Payne

Founder member of Westgate Group. 20 year foster carer, former chair roles at local school and Family Care adoption panel. Parent of three sons, one with a physical disability, adoptive parent to two disabled daughters and "mum" to Salma, who also has disabilities.

Mr Adam McQuilkin DipM MCIM

Managing Director of Device Technologies UK Ltd, part of the Device Technologies Australia Group (Australasia's largest private medical company). Former Governor of Wellow House School.

Mr John Peacock

Partner at Nottingham-based Potter Clarkson LLP, Patent & Trade Mark Attorneys. Formerly Trade Mark Attorney with Interbrand branding consultants and BT.

Senior Paid Officers

Stephen Shatwell	Chief Executive	Full time
Julia Sandhu	Director of Income Generation	Full time
Anna Joyce	Events & Social Enterprise Director	Part time

Company Particulars

Registered Office

Prebend Passage
Southwell
Nottinghamshire
NG25 OJH

Registered Number

3724275

Charity Number

1076318

Secretary

Mr Michael Oliver

Principal Address

Prebend Passage
Southwell
Nottinghamshire
NG25 OJH

Auditor

Beeley Hawley & Co Ltd
44 Nottingham Road
Mansfield
Nottinghamshire
NG18 1BL

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Solicitors

Browne Jacobson
Mowbray House
Castle Meadow Road
Nottingham
NG2 1BJ

Website

www.reachuk.org

Report of the independent auditors to the members of Reach Learning Disability

We have audited the financial statements of Reach Learning Disability for the year ended 31 March 2016 on pages 19 to 31. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of 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 the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of council and auditors

As explained more fully in the Statement of Council Responsibilities set out on page three, the council (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 Ethical Standards for Auditors.

Scope of the audit of the 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 council; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Council 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 2016 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Council 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 council' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the council 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 Report of the Council.



Ray Callingham (Senior Statutory Auditor)
for and on behalf of Beeley Hawley & Co. Ltd
Chartered Accountants
Statutory Auditors
44 Nottingham Road
Mansfield
Nottinghamshire
NG18 1BL

Date: 31st October 2016

Reach Learning Disability Statement of Financial Activities for the Year Ended 31st March 2016

		Unrestricted	Restricted	2016 Total	2015 Total
		£	£	£	£
Incoming resources					
Incoming Resources from generated funds	Notes				
Voluntary Income:-					
a) amounts from donors	5	32,372	38,882	71,254	77,625
b) Grants Received	4		43,458	43,458	40,470
Commercial trading operations	6	829,158		829,158	437,726
Income from Fundraising Events	3	66,954		66,954	65,408
Investment Income		201		201	242
Income from charitable activities	7	315,710	83,228	398,938	354,883
Total incoming resources		<u>1,244,395</u>	<u>165,568</u>	<u>1,409,963</u>	<u>976,354</u>
Resources expended					
	8				
Costs of generating funds					
Costs of generating voluntary income		13,461		13,461	11,338
Fundraising events costs		32,343		32,343	28,579
Commercial trading operations		732,452		732,452	405,208
Charitable activities		386,351	165,646	551,997	474,998
Governance costs		4,978		4,978	4,507
Total resources used		<u>1,169,585</u>	<u>165,646</u>	<u>1,335,231</u>	<u>924,630</u>
Net incoming /(outgoing) resources.		74,810	(78)	74,732	51,724
Total funds brought forward as previously stated		406,937	42,722	449,659	397,935
Funds carried forward		<u>481,747</u>	<u>42,644</u>	<u>524,391</u>	<u>449,659</u>

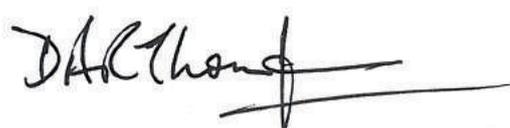
The above statement also serves as the Company's Income and Expenditure Account and the net incoming resources for the year is the excess of income over expenditure. There have been no other recognised gains or losses in the year

Reach Learning Disability Balance Sheet as at 31st March 2016

	Notes	Group 2016 £	Group 2015 £	Charity 2016 £	Charity 2015 £
Fixed Assets					
Tangible Fixed Assets	11	215,024	229,316	213,468	228,132
Investment in Subsidiary Co.	6			30,000	30,000
Loan	12	25,000	25,000	25,000	25,000
		<u>240,024</u>	<u>254,316</u>	<u>268,468</u>	<u>283,132</u>
Current Assets					
Bank balances		194,362	146,279	138,124	127,513
Debtors	13	140,197	105,986	152,498	88,043
		<u>334,559</u>	<u>252,265</u>	<u>290,622</u>	<u>215,556</u>
Creditors - amounts falling due within one year	14	50,192	56,922	34,987	49,040
Net current assets		<u>284,367</u>	<u>195,343</u>	<u>255,635</u>	<u>166,516</u>
Net Assets		<u>524,391</u>	<u>449,659</u>	<u>524,103</u>	<u>449,648</u>
Represented by:-					
Unrestricted Funds					
General Fund		481,747	406,937	481,459	406,926
Restricted Funds		42,644	42,722	42,644	42,722
Total Funds Carried Forward		<u>524,391</u>	<u>449,659</u>	<u>524,103</u>	<u>449,648</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:



David Thompson - Chairman

Reach Learning Disability Notes to the Financial Statements for the Year Ended 31st March 2016

1. Accounting Policies

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Group financial statements

The financial statements consolidate the results of the charity and its wholly owned subsidiary The Care Project Ltd on a line by line basis. A separate Statement of Financial Activities, and income and expenditure account, for the charity itself are not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses. Such costs include both direct and allocated support costs.

Allocation and apportionment of costs

In accordance with the Charities SORP, expenditure has been analysed between the cost of generating funds, charitable activities and governance. Items of expenditure which involve more than one cost category have been apportioned on a reasonable, justifiable and consistent basis for the cost category concerned.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All the resources of the Company are either unrestricted funds expendable at the discretion of the Council in the furtherance of the objects of the Company, or restricted funds which are to be used in accordance with restrictions imposed by the donors.

Tangible fixed assets

Tangible fixed assets are capitalised and included at cost except for furniture and equipment purchased for clients' own accommodation which is written off in the year of purchase.

Depreciation is provided on equipment put into use at 25% on cost and on alterations to leasehold premises over the remaining life of the lease. The Flower Pod is depreciated at 5% on cost over its estimated useful economic life.

2. Financial Performance of the Charity

The consolidated statement of financial activities includes the results of the charity's wholly owned subsidiary Reach Learning Disability Care Ltd

The summary financial performance of the charity alone is:-

	2016 £	2015 £
Incoming resources	580,733	538,628
Gift aid from subsidiary company	96,500	32,700
	<u>677,233</u>	<u>571,328</u>
Expenditure on charitable activities	597,800	514,913
Governance costs	4,978	4,507
	<u>602,778</u>	<u>519,420</u>
Net incoming resources	74,455	51,908
Total funds brought forward as previously stated	449,648	397,740
Total funds brought forward as restated	<u>449,648</u>	<u>397,740</u>
Total funds carried forward	<u><u>524,103</u></u>	<u><u>449,648</u></u>
Represented by		
Restricted funds	42,644	42,722
Unrestricted funds	481,459	406,926
	<u>524,103</u>	<u>449,648</u>

3. Fundraising events – Income and Direct Costs

	2016	2015
	£	£
Tonyas Challenge	12,567	15,645
Mansfield 10K	17,226	9,707
Newark Events	7,507	
Newark Ball		7,029
Deerstock Festival	5,187	
Donation Week	4,948	14,289
Summer Party	4,474	
Ride London	3,372	
Race Night	2,685	4,165
Open Studios	1,996	2,001
Gonalston Church Council - Open Gardens		2,000
Other Events below £2,000	4,132	7,281
Tax refunds	2,860	3,291
	<u>66,954</u>	<u>65,408</u>
Direct costs	<u>23,671</u>	<u>6,864</u>

4. Grants

	2016	2015
	£	£
Notts County Council Grant Aid - Core costs	22,408	20,225
HSCVF - Reach Fitness Project	19,985	19,995
Student placements	720	
Small grants	345	250
Total	<u>43,458</u>	<u>40,470</u>

5. Voluntary Income from Donors

Funds received as voluntary income for specific purposes

	2016	2015
	£	£
The Thomas Farr Charity - centre manager salary	7,500	10,000
The Jones 1986 Charitable Trust - centre manager salary	10,000	
Lady Hind Trust - centre manager and vehicle running costs	9,600	
Boshier Hinton Trust - ICT equipment	3,084	
D Crane Charitable Trust - holiday fund	1,500	
J Crane Coffee Morning - holiday fund	963	
Rotary Club of Southwell - for youth work	500	
The Opportunities Fund - Rustic Furniture Project	3,735	
ACT Foundation - projectors and sound system	2,000	
The Baily Thomas Charitable Fund - centre manager salary		15,000
Archant Ltd - Confetti Project		4,600
Anonymous - training kitchen		3,000
Forbes Charitable Foundation - training kitchen		2,000
Y-notts - Voice project		1,560
JN Derbyshire Charitable Trust - Mansfield		2,000
Thoresby Charitable Trust - polytunnel		500
Jessie Spencer Fund - Part of Life too		1,000
Southwell & District Lions Club - young peoples group		4,000
	<u>38,882</u>	<u>43,660</u>

Unrestricted

These represent donations from members of the community and local Trusts

Skylarks Endowment Fund	25,372	14,965
Mary Robertson Trust	4,000	16,000
	3,000	3,000
	<u>32,372</u>	<u>33,965</u>

Incoming resources from activities for generating funds

The wholly owned trading subsidiary Reach Learning Disability Care Ltd is incorporated in the United Kingdom and pays all of its profits to the charity by gift aid. Reach Learning Disability Care Ltd provides domiciliary care for adults with learning disabilities in Nottinghamshire. The charity owns the entire share capital of thirty thousand ordinary £1 shares.

6. Commercial Trading Operations

The summary financial performance of the subsidiary alone is:

	2016 £	2015 £
Turnover	829,158	437,726
Investment income	72	
Cost of sales and administrative costs	732,452	405,208
Net profit/(loss)	<u>96,778</u>	<u>32,518</u>
Amount gift aided to the charity	<u>96,500</u>	<u>32,700</u>
Retained in subsidiary	<u>278</u>	<u>(182)</u>
The assets and liabilities of the subsidiary were:		
Fixed assets	1,556	1,184
Current assets	156,227	80,345
Current liabilities	<u>(127,495)</u>	<u>(51,519)</u>
Total net liabilities	<u>30,288</u>	<u>30,010</u>
Aggregate share capital and reserves	<u>30,288</u>	<u>30,010</u>

7. Incoming resources from charitable activities

	2016 £	2015 £
Personal budgets	246,867	217,340
Community Learning And Skills Service - restricted	83,228	70,435
Short break holidays and trips	27,532	24,185
Experian Force		2,405
Activities less than £2,000	27,041	20,512
Flower sales	14,270	20,006
	<u>398,938</u>	<u>354,883</u>

8. Expenditure Analysed by purpose

	Costs of generating voluntary income	Fund raising event costs	Charitable activities	Governance costs	Commercial trading activities	Total 2016	Total 2015
	£	£	£	£	£	£	£
Salaries, pensions & N.I.	11,900	23,799	323,466	2,000		361,165	326,475
Contract Labour			3,300			3,300	300
Advertising	30	624	75			729	2,284
Training costs			1,357			1,357	2,067
Travelling			3,355			3,355	2,320
Rent & services	394	394	39,260	787		40,835	21,661
Maintenance & cleaning	12	12	1,624			1,648	3,011
Insurance	30	30	2,072	60		2,192	1,161
Office equipment & repairs			18,436			18,436	15,462
Printing, post & stationery	513	513	4,372	131		5,529	4,940
Telephone	541	541	3,528			4,610	5,057
Web site costs	41	41	1,278			1,360	1,242
Professional Charges			4,633			4,633	9,283
Audit fee				2,000		2,000	
CRB checks			406			406	546
Depreciation of fixed assets			14,665			14,665	15,445
Short break holidays & trips			22,607			22,607	19,450
Clients activities			27,272			27,272	22,274
Cost of charitable activities			1,001			1,001	925
Clients flower growing activities			8,013			8,013	11,455
Tutor Fees			52,486			52,486	47,126
Direct costs of Fund Raising Events		6,389	17,877			24,266	6,864
Other costs			914			914	74
Commercial trading operations					732,452	732,452	405,208
	<u>13,461</u>	<u>32,343</u>	<u>551,997</u>	<u>4,978</u>	<u>732,452</u>	<u>1,335,231</u>	<u>924,630</u>

The heading Salaries NI and Pensions includes £22,089 in respect of employers NI

The heading Charitable Activities includes £20,001 in respect of our Reach Fitness Project (funded by HSCVF)

9. Net Incoming/outgoing resources for the year

Net incoming resources are stated after charging:

	2016	2015
	£	£
Depreciation	14,665	15,445
Auditors remuneration	2,000	
	<u>16,665</u>	<u>15,445</u>

10. Staff Numbers

The average number of employees throughout the year was as follows

	2016	2015
Management and administration	7	7
Teaching	<u>16</u>	<u>13</u>
	<u>23</u>	<u>20</u>

No employee, this year or last, had emoluments exceeding £60,000 per annum

11. Fixed Assets – Group

	Office Equipment	Other Equipment	Alterations to leasehold premises	Flower Pod	Total 2016	Total 2015
	£	£	£	£	£	£
Cost brought forward	38,847	11,756	56,855	206,946	314,404	279,001
Additions during year	889				889	35,403
Cost carried forward	<u>39,736</u>	<u>11,756</u>	<u>56,855</u>	<u>206,946</u>	<u>315,293</u>	<u>314,404</u>
Depreciation						
Brought forward	32,810	11,084	25,673	15,521	85,088	69,248
Charge for year	2,793	400	1,641	10,347	15,181	15,840
Carried forward	<u>35,603</u>	<u>11,484</u>	<u>27,314</u>	<u>25,868</u>	<u>100,269</u>	<u>85,088</u>
Net Book Value						
At 31st March 2016	<u>4,133</u>	<u>272</u>	<u>29,541</u>	<u>181,078</u>	<u>215,024</u>	<u>229,316</u>
At 31st March 2015	<u>6,037</u>	<u>672</u>	<u>31,182</u>	<u>191,425</u>	<u>229,316</u>	

12. Loan

A loan was made to Golden Lane Housing Ltd, to assist them in the purchase of 33 Silvey Avenue Southwell, which is used by adults with learning disabilities. It is secured by a second charge on the property, is interest free and only repayable in the event of its sale or cessation of use by people with learning disabilities.

13. Debtors

	Group 2016 £	Group 2015 £	Charity 2016 £	Charity 2015 £
The Care Project Ltd trade debtors	98,073	60,134		
Adult Community Learning Service	-	20,735	-	20,735
NCC personal budgets	27,932	15,588	27,932	15,588
Taxation recoverable	4,100	5,000	4,100	5,000
Others	10,092	4,529	8,176	3,083
The Care Project Ltd donation			96,500	32,700
Amount owed by subsidiary company			15,790	10,937
	<u>140,197</u>	<u>105,986</u>	<u>152,498</u>	<u>88,043</u>

14. Creditors

	Group 2016 £	Group 2015 £	Charity 2016 £	Charity 2015 £
Expense accruals	2,960	960	2000	-
Sundry creditors	15,077	4,310	15,077	4,310
Southwell Chapter	-	20,000	-	20,000
Adult Community Learning Service	-	12,676	-	12,676
Trade creditors	10,392	2,135	10,239	1,990
PAYE	20,864	13,067	7,671	6,290
Pensions	899			
Trips	-	3,774	-	3,774
	<u>50,192</u>	<u>56,922</u>	<u>34,987</u>	<u>49,040</u>

15. Operating Lease Commitments

At 31 March 2016 the Project was committed to making the payment of £16,000 during the next year in respect of an operating lease expiring in 2035.

16. Payments to Trustees and dependents

No expenses were paid to Trustees throughout the year

17. Movement In Funds

	At 1.4.2015 £	Net movement in funds £	At 31.3.16 £
Unrestricted Funds			
General Fund	406,937	74,810	481,747
Restricted Funds	42,722	(78)	42,644
	<u>449,659</u>	<u>74,732</u>	<u>524,391</u>

Net movement in funds included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted Funds			
General Fund	1,244,395	(1,169,585)	74,810
Restricted Funds	165,568	(165,646)	(78)
	<u>1,409,963</u>	<u>(1,335,231)</u>	<u>74,732</u>

18. Analysis of Group Net Assets Between Funds

	General Fund £	Restricted Fund £	Total £
Tangible Fixed Assets	215,024		215,024
Loan	25,000		25,000
Cash at Bank and in Hand	151,718	42,644	194,362
Debtors	140,197	-	140,197
Creditors	(50,192)	-	(50,192)
	<u>481,747</u>	<u>42,644</u>	<u>524,391</u>



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