

Company number 4146375
Charity number 1087457



Kensington and Chelsea Social Council

Reports and Accounts
For the Year Ended
31st March 2013

KENSINGTON AND CHELSEA SOCIAL COUNCIL

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KENSINGTON AND CHELSEA SOCIAL COUNCIL

Legal and Administrative information

Trustees

Directors and Trustees

Michael Bach
Jonnie Beverley
Amelia Mustapha
Jamie Renton
Ingrid Jacobson-Pinter
Lorraine Gilbert
Jennifer Ware
Marie Tameze
Mark Anfilogoff
Regan Hook
Ann Mannix

Company Number 4146375
Charity Number 108 7457
Registered Office London Lighthouse, 111-117 Lancaster Road, London W11 1QT

Independent Auditors Noel & Co
4 Parliament Close
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HP16 9DT

Bankers CAF Bank Ltd
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92 High Street
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W8 4SH

Solicitors Russell Cooke
2 Putney Hill
London
SW15 6AB

KENSINGTON AND CHELSEA SOCIAL COUNCIL

DIRECTORS' / TRUSTEES' REPORT

The Trustees present their report and the financial statements for the year ending 31 March 2013.

Legal Status

Kensington and Chelsea Social Council is a registered charity and a company limited by guarantee. The governing document of Kensington and Chelsea Social Council is its Memorandum and Articles of Association.

Organisation of the Charity

Kensington and Chelsea Social Council is governed by a Board of Trustees. The responsibility for planning, service delivery and reporting is delegated to the Chief Executive and the staff team. The Chief Executive reports to the Board of Trustees.

Kensington and Chelsea Social Council is the Royal Borough of Kensington and Chelsea's recognised voluntary-sector 'infrastructure' organisation. It supports voluntary and community organisations (VCOs) through the provision of training, advice and information. It also facilitates voluntary and community participation in relevant forums, presenting the views of the sector at strategic forums such as the Kensington & Chelsea Partnership and the local Health & Wellbeing Board and to statutory service providers.

Structure, Governance and Management

Kensington and Chelsea Social Council (KCSC) is a membership organisation. Full membership is open to all voluntary and community organisations (VCOs) working in the borough and individual residents of Kensington and Chelsea. Statutory, private, and large grant-giving organisations operating in Kensington and Chelsea can be affiliate members with no voting rights.

Decision making on strategies, plans, budgets, staffing, etc. is delegated to the Board of Trustees. The trustees receive regular reports and recommendations from the Chief Executive regarding the recruitment, supervision and appraisal of staff. The performance of the Chief Executive is appraised annually by trustees.

Trustees are elected annually at annual general meetings. At their first meeting they elect office bearers and subcommittee members. In situations where vacancies occur, Trustees can co-opt individuals who serve till the next AGM when they stand down together with elected members. A Trustee induction and training policy has been in place since the 2006 AGM.

KCSC is a member of the National Association for Voluntary and Community Action (NAVCA), and has achieved NAVCA's quality mark. Membership of NAVCA requires KCSC to comply with criteria which include having a statement of values and performing the five functions of a local infrastructure organisation. Being the local infrastructure organisation also means that KCSC is expected to take lead roles in representing voluntary and community organisations and in implementing and understanding policy changes.

Risk Management

The charity maintains a risk register. Trustees have considered the risks faced by KCSC and are

developing systems for managing them. Risks and the associated management systems are reviewed annually. In 2012/13, special attention was paid to risk as the first thoughts about merging with sister organisations were developing.

Objectives and Activities

The objectives of KCSC are;

"to promote any charitable purpose for the benefit of the community in Greater London with particular reference to the Royal Borough of Kensington & Chelsea by the advancement of education, the protection of health, the protection of the environment and the relief of poverty, sickness and distress".

KCSC seeks to meet these objects by targeting frontline voluntary and community organisations through a programme of capacity building, support, information, partnership and consortium development, campaigning and lobbying, developing new services, networking and representation.

In 2012/13 the trustees' overall aim was to 'develop a strong local sector voice to influence decision makers and encourage sector campaigning and lobbying to improve the quality of life of residents of Kensington and Chelsea'. Some of the specific aims set by trustees and achievements are summarised below:

Specific aims	What we achieved
Supporting organisations Support frontline VCOs to ensure they are better prepared to take advantage of existing and future opportunities	<ul style="list-style-type: none"> We reached 100 organisations with a direct service in 2012/13, and 308 organisations overall, of which 290 were voluntary/community. In the year we recorded 1,262 event attendances by 663 different people from 281 organisations. Through our governance improvement project 'Get on Board', we trained 20 trustees in their roles and responsibilities, supported 15 VCOs to successfully recruit new trustees, held a trustee conference attended by 42 delegates and piloted a successful trustee 'speed-recruiting' event. We also provided direct support to a number of local organisations by attending board meetings and helping with business planning and strategic decision-making. We ran 25 seminars and training events on issues such as preparing for contracts, information governance, coping with workplace stress, strategic planning, project management, peer support for chief officers and future leaders and local activism walking tours, which developed skills, knowledge and capacity in the sector. We ran five large conferences – our annual general meeting (AGM), the trustee conference, our annual Funding Fair together with Hammersmith & Fulham, 'Sharing Lessons Learned' and a specialist conference on young people and sexual health. We supported a number of partnerships to deliver contracts, such as a research project into barriers faced by disadvantaged groups in switching household energy tariffs together with four local partner organisations. We also successfully supported a partnership of nine organisations through a tendering process to deliver housing-related support. We developed a partnership of three organisations in the north of the

	<p>borough to achieve a grant of £49,775 to jointly recruit a volunteer coordinator. Not only has this increased their organisational capacity, but has laid the foundations for better joint working in the future, thereby serving local people in a more coordinated way.</p> <ul style="list-style-type: none"> • We developed our contracting 'vehicle' Kensington & Chelsea Community Enterprises CIC. We supported organisations to complete a pre-qualification questionnaire which will enable them to take part in contract opportunities, and we successfully engaged 33 organisations that at year-end we realistically anticipated would be tender-ready by September 2013. • We actively supported the development and creation of a new credit union for Kensington & Chelsea, which is now operational. • Our website recorded over 5,000 searches for funding. • We produced four editions of our Link newsletter which was delivered to 600 addresses.
<p>Joining up services</p> <p>Develop closer joint working with other infrastructure agencies in the Borough and in neighbouring boroughs to ensure a more seamless service for VCS organisations</p>	<ul style="list-style-type: none"> • We formally established the Kensington & Chelsea Infrastructure Consortium, comprising KCSC, Volunteer Centre K&C, The Kensington & Chelsea Foundation, the Migrant & Refugee Communities Forum and Community Accountants Self-Help (CASH). • We secured a 'Transforming Local Infrastructure' grant of £379,280 (for the 18-month period March 2012 to August 2013) to enable the five organisations to develop closer collaboration and to develop activities aimed at helping the local voluntary & community sector (VCS) to be more resilient and sustainable. • Working together, we developed a new joint web portal, due to go live September 2013, and this will now be a shared platform with Hammersmith & Fulham. • We began to explore the possibilities of merging either with CAVSA Hammersmith & Fulham and Voluntary Action Westminster, or with Volunteer Centre K&C. At year end, it was agreed by the trustees to pursue to the 'internal' Kensington & Chelsea merger first, and come back to the work done on a cross-borough merger in 2013/14. • This funding also enabled: <ul style="list-style-type: none"> ○ CASH to devise, pilot and obtain accreditation for an e-learning (online) training course; the learning from which we can all use to develop online meetings and training. ○ The K&C Foundation and Volunteer Centre to increase relationships between the VCS and local businesses through a programme of networking events and one-to-one relationship brokerage, generating £150,000 of donations from businesses to local charities, 36 local VCOs receiving pro bono support and 11 business volunteers being recruited to work with local organisations. ○ KCSC to support 33 organisations towards being ready for formal contracting and tendering (as outlined above).

<p>Campaigning and lobbying</p> <p>Stimulate local action, supporting organisations and residents to come together to lobby and campaign on matters which promote equality and fairness</p>	<ul style="list-style-type: none"> • We coordinated the local campaigning group 'Poverty Watch'. We received 15 case studies highlighting the impact of the challenging economic climate and welfare reform on local residents from organisations including the Citizens Advice Bureau Kensington & Chelsea (CABKC), Age UK and Action Disability Kensington and Chelsea (ADKC). • We launched the Poverty Watch newsletter which goes out electronically to KCSC members on a fortnightly basis. The newsletter pulls together national information and stories about poverty and welfare changes. • We held a Poverty Watch event attended by 26 local organisations and ten local residents on understanding the benefit changes and to agree actions for Poverty Watch for 2013/14. • We have advocated for the development of a child poverty strategy as well as school uniform grants. We fed into the Health and Wellbeing Board's task and finish group which looked at the impact of welfare changes on the health and wellbeing of residents. • We began gathering evidence directly from residents in partnership with 35 participating local organisations through the Change for Children project.
<p>Representation and voice</p> <p>Strengthen representation to ensure that the needs of the diverse local community are fed into decision making processes and that the VCS develops a stronger voice</p>	<ul style="list-style-type: none"> • We continued to coordinate the Compact Implementation Group, which met four times throughout the year and as a result has seen the setting up of a tri-borough commissioner and voluntary sector working group to look at strengthening relationships. • We trained and supported 28 people representing local organisations to represent the sector at a strategic level on the Borough Voluntary Organisations Advisory Group (BVOAG) and the Kensington and Chelsea Partnership (KCP). • We delivered 17 Voluntary Organisations Forum (VOF) meetings, including the main forum and forums on health & wellbeing, children, families and young people, older people and engaging communities. Some achievements as a result of the forums included: <ul style="list-style-type: none"> ◦ Developing a consortium of children, young people and families (CYPF) organisations to bid for Improving Futures funding in partnership with RBKC. ◦ KCSC gaining funding following a direct request from CYPF organisations for support to gather evidence of need which would strengthen collaborative working and influence decision making. • We arranged for Community Matters to present the 'Your Value' tool for small organisations at the Engaging Communities forum, and as a result we negotiated a block discount for local organisations to be able to use this tool to develop impact measurement. • We facilitated four meetings of the Earls Court and Chelsea Forum which focuses on local issues in the south of the borough and supports organisations to share information and work collaboratively. We also supported local organisations in Earl's Court to secure funding for a local newsletter.

<p>Health and wellbeing</p> <p>Facilitate and develop opportunities for the sector to contribute to local plans to improve health and wellbeing and reduce health inequalities</p>	<ul style="list-style-type: none"> • During a time of structural change to the NHS, we actively kept the sector informed of the changes through written briefings, information on our website, and presentations at forum meetings. We also maintained relationships with NHS colleagues and developed new relationships, for example with the newly-forming NHS West London Clinical Commissioning Group (CCG). • Prior to year-end we negotiated a £100,000 small grant programme to be delivered the following year, and funding of £75,000 to enable us to facilitate a programme of community engagement on behalf of the new CCG in 2013/14. • We continued to develop the Health & Wellbeing Voluntary Organisations Forum (VOF), which met four times; commissioners and providers commented that this was an invaluable platform for voluntary and statutory professionals to share information during a time of substantial structural change. • We facilitated eight meetings of the Central West London Sexual Health Provider Forum and an annual conference focusing on the sexual health of young people attracting more than 90 clinical and social care professionals from the voluntary and statutory sectors. • We continued to support the advisory group of the tri-borough BME Health Forum, and its transition to an independently constituted organisation. • We continued to sit on the management board of the Local Involvement Network.
<p>Policy in action</p> <p>Work with the sector to address challenges and opportunities arising from national, regional and local policy</p>	<ul style="list-style-type: none"> • We held a consultation with local organisations that fed into the national 'Caring for our future' government reform of social care. • We successfully raised further funding from the Big Lottery to develop the Community Leadership School following the end of the Basis funding to raise policy awareness and involvement. • We have continued to work with the sector in addressing key policy issues such as welfare changes, localism and child poverty through last year's annual conference, Poverty Watch, the forums and consultation.

Public Benefit

In planning and reviewing the above activities the trustees have given careful consideration to the Charity Commission guideline on public benefit.

Kensington and Chelsea Social Council core services work to empower and support the voluntary and community groups to improve the quality of life in Kensington and Chelsea so that all citizens from the Borough's vibrant and diverse communities can access services, influence decision making and feel that they belong to an inclusive society.

Our main role is to build the capacity of voluntary organisations, co-ordinate and represent the voluntary sector, assess needs, provide training, offer useful information and resources and inspire and develop community initiatives for all voluntary and community groups in the Royal Borough of Kensington and Chelsea. All of our services are free to the organisations.

PLAN FOR THE FUTURE PERIOD

Action Plan Summary 2013-14

This offers a brief overview of the activities, targets, and outcomes planned for the next year. The plan has been split into 5 parts.

1. Supporting Frontline Organisations

Support frontline organisations to ensure they are better prepared to meet the demands of a challenging economic environment. Inspire and support organisations to take advantage of existing and future opportunities that will strengthen the delivery of local services.

We will do this by:

1. Supporting good governance
 2. Helping organisations understand outcomes and become outcome focused.
 3. Building local partnerships and helping support them to bid for contracts.
 4. Helping organisations understand how to generate income and support the growth of social enterprise.
 5. Providing specialist support to small organisations to help them maintain services.
 6. Strengthening local leadership, development work and leadership across neighbouring boroughs to inspire vision and cross-borough working.
 7. Inspiring civic engagement and action by working with community centres and other local organisations.
-

2. Health and Wellbeing

Facilitating and developing opportunities for local VCOs to contribute to local plans to improve health and reduce health inequalities, thereby improving wellbeing and life chances for the residents of Kensington and Chelsea.

We will do this by:

1. Developing organisations' capacity to access commissioning opportunities and support project delivery and reporting compliance.
2. Developing the local sector's capacity to form partnerships and tender for public sector service-delivery contracts.
3. Keeping the sector informed of changes to the operating environment such as creation of clinical commissioning groups (CCGs) and ensure that the local sector is involved in and able to influence commissioning.
4. Maintaining strong collaborative links with local health partners and networks such as West London CCG, NHS delivery organisations, GPs, Local HealthWatch, BME Health Forum and those in neighbouring boroughs, sharing resources where appropriate.

3. Campaigning and Lobbying

The Social Council are interested in supporting and encouraging the local voluntary and community sector to get involved in campaigns that can make a difference to the quality of life of local residents, people who work in the Borough and use its services. We will stimulate local action, supporting the sector to come together to lobby and campaign on matters which promote equality and fairness

We will do this by

1. Working with local organisations to highlight child poverty in the borough and to lobby on actions identified and agreed.
2. Working with the sector to identify further areas of action.
3. Launching Poverty Watch News, a round-up of news stories from the press about poverty related issues.
4. Maintaining Poverty Watch as a local cross sector observatory.

4. Representation and Voice

The Social Council will strengthen local representation particularly amongst BME and other equalities groups. We will ensure that the sector is able to communicate the needs of the local community and the local sector within decision making processes. We will advocate on behalf of the sector and ensure that information is fed back in a clear and understandable way.

We will do this by:

1. Providing training and support to new representatives.
2. Holding elections and supporting local representatives on the KCP and the BVOAG and other strategic boards/advisory groups.
3. Holding voluntary sector assemblies.
4. Running task and finish groups to deliver on identified actions.
5. Providing strong leadership within KCSC that can be a voice for the sector

5. Merging

We will conduct feasibility studies into merging with CaVSA Hammersmith & Fulham and Voluntary Action Westminster, or with Volunteer Centre Kensington and Chelsea. The operational model will offer a more effective way of supporting a wider range of civic activity. The merger, after due diligence is completed, should result in a new organisation being formed by January 2014. Trustees have designated funds of £32,000 to explore this opportunity further.

Trustees

The trustees who have served since 1 April 2012 were:

Michael Bach
Jonnie Beverley
Jennifer Ware
Lorraine Gilbert
Jamie Renton
Amelia Mustapha
Jane Lanyero
Marie Tameze
Roohy Shahin ∞
Ingrid Jacob-Pinter ∞
Mark Anfilogoff
Regan Hook ∞
Ann Mannix
Marie Mulcahy *

*Appointed November 2012

∞Resigned November 2012

Financial Review

The Statement of Financial Activities shows incoming resources for the year of £729,462 and outgoing resources of £650,166. At the end of the year restricted funds were £91,137, designated funds were £110,450 and unrestricted funds were £113,744

Our largest funders are the Royal Borough of Kensington and Chelsea, NHS Kensington and Chelsea and the Big Lottery Fund representing 88% of income. Funding is provided through a mix of grants, service level agreements and contracts.

We thank all our funders for making our work possible.

Trustees are confident that they can maintain a solvent organisation for the foreseeable future.

Investments

The Trustees considered its investments and decided to retain current investments. Total investments are £25,775 held in unit trusts administered by Schroders.

Reserves and Reserves Policy

The charity has a reserves policy. It is our intention to build up reserves to 3 months' running costs; this will provide cash flow, help us to manage fluctuations in funding and, if necessary, meet contingent liabilities

As at 31 March 2013 KCSC unrestricted funds (including designated funds) totalled £224,194 and restricted funds were £91,137

Trustees' Responsibilities

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity

for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departure 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 its operations.

The Trustees are responsible for keeping proper accounting record, 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 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of Information to Auditors

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

The auditors, Noel and Co, have expressed their willingness to accept reappointment in accordance with section 487(2) of the Companies Act 2006. A resolution to reappoint them will be proposed at the forthcoming Annual General Meeting.

Small Company Exemptions

This report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The report was approved by the Trustees on 17 October 2013

On behalf of the Board



Michael Bach

KENSINGTON AND CHELSEA SOCIAL COUNCIL

Independent Auditor's Report to the Members of Kensington And Chelsea Social Council for the year ended 31st March 2013

We have audited the financial statements of Kensington & Chelsea Social Council for the year ended 31st March 2013 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Generally Accepted Accounting Practice.

This report is made solely to the charity's trustees, as a body, in accordance with Section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, the trustees (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.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's [APB's] Ethical Standards for Auditors.

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

KENSINGTON AND CHELSEA SOCIAL COUNCIL

Independent Auditor's Report to the Members of Kensington And Chelsea Social Council for the year ended 31st March 2013 (...continued)

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 31st March 2013, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Noel & Co

Noel & Co - Statutory Auditor

Chartered Accountants
Registered Auditors
4 Parliament Close
Prestwood
Great Missenden
Buckinghamshire
HP16 9DT

DATE

Noel & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

KENSINGTON AND CHELSEA SOCIAL COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
(including a summarised Income and Expenditure account)
For the Year Ended 31st March 2013

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Incoming Resources					
<i>Incoming Resources from Generated Funds</i>	2				
Voluntary Income		11,049	-	11,049	923
Activities to Generate Funds		-	-	-	12,947
<i>Incoming Resources from Charitable Activities</i>					
Grants and Contracts	3	246,234	472,179	718,413	426,310
Total Incoming Resources		<u>257,283</u>	<u>472,179</u>	<u>729,462</u>	<u>440,180</u>
Charitable Expenditure					
Charitable Activities		173,953	434,926	608,879	435,366
Governance Costs		41,287	-	41,287	40,974
Total Charitable Expenditure		<u>215,240</u>	<u>434,926</u>	<u>650,166</u>	<u>476,340</u>
Total Resources Expended	4	<u>215,240</u>	<u>434,926</u>	<u>650,166</u>	<u>476,340</u>
Net Incoming / (Outgoing) Resources for the year before Transfers	5	42,043	37,253	79,296	(36,160)
Transfers between Funds		(11,172)	11,172	-	-
Net Incoming / (Outgoing) Resources		<u>30,871</u>	<u>48,425</u>	<u>79,296</u>	<u>(36,160)</u>
Other Recognised Gains and Losses					
Gain / (Loss) on Investment Assets		3,598	-	3,598	-
Net Movement in Funds	11	<u>34,469</u>	<u>48,425</u>	<u>82,894</u>	<u>(36,160)</u>
Balances at 1st April 2012		189,725	42,712	232,437	268,597
Balances at 31st March 2013	11	<u>224,194</u>	<u>91,137</u>	<u>315,331</u>	<u>232,437</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

KENSINGTON AND CHELSEA SOCIAL COUNCIL
BALANCE SHEET
As at 31st March 2013

	Notes	2013		2012
		£	£	£
Fixed Assets				
Tangible Fixed Assets	8		67	90
Investments	9		25,775	22,177
			25,842	22,267
Debtors	10	61,807		40,341
Bank		436,891		208,187
		498,698		248,528
Creditors (amounts falling due within one year)	11	(209,209)		(38,358)
Net Current Assets / (Liabilities)		289,489		210,170
Total Net Assets		315,331		232,437
Funds				
Restricted Funds		91,137		42,712
Unrestricted Funds				
Designated Funds		110,450		108,450
General Funds		113,744		81,275
Total Funds	12	315,331		232,437

For the year ended 31st March 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006. However as this company is a charity, it is subject to an audit under the Charities Act 2011.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

The Financial Statements were authorised for issue by the Board of Trustees / Directors of Kensington & Chelsea Social Council on 17 October 2013 and signed on its behalf by:

Michael Bach



Chair

Mark Anfilogoff



Treasurer

Company Reg. No.
4146373

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013

1 Accounting Policies

Accounting Convention

- 1.2 The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards. They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in March 2005) and the Companies Act 2006.
- 1.2 Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when received, or receivable whichever is earlier.
- 1.3 Grants, including the grants relating to the purchase of fixed assets, are credited to the statement of financial activities when received or receivable whichever is earlier, unless they relate to a specific future period, in which case they are deferred.
- 1.4 Income under contracts to deliver services is recognised in the financial statement as the entitlement to income is earned through performance of the contract.
- 1.5 Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and administrative costs.
- 1.6 Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.
- 1.7 Governance costs of the charity relate to the costs of running the charitable company such as the costs of meetings, audit and statutory compliance.
- 1.8 Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- 1.9 Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on an estimated basis according to staff time attributable to each activity.
- 1.10 Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life over a straight line basis. The depreciation rates in use are as follows:
- Office furniture and equipment: 20% per annum
- Items of equipment are capitalised where the purchase price exceeds £500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities.
- 1.11 All leases of equipment are operating leases, and rental costs are recognised on a straight line basis over the lease term. No assets are held under hire purchase agreements.
- 1.12 Investments are valued at market value.
- 1.13 The charitable company agrees to contribute to personal pension schemes operated by some members of staff. The pension cost charge represents contributions payable by the charitable company to the individual schemes. The charitable company has no liability under the schemes other than for the payment of those contributions. The charitable company also offers employees a Stakeholder Pension Scheme to which they can make contributions.

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013 (...continued)

2 Voluntary Income	2013	2012
	£	£
Investment Income	2,394	923
Donations	7,455	12,067
Training Fees	1,200	880
	<u>11,049</u>	<u>13,870</u>
 3 Incoming Resources from Charitable Activities	 2013	 2012
	£	£
Restricted Funds - Directly-managed Projects		
Big Lottery Fund	378,964	104,925
Kensington & Chelsea NHS Primary Care Trust	-	11,070
KCP (RBKC) Forum	-	45,000
City Bridge Trust	49,401	49,875
Royal Borough of Kensington & Chelsea	-	5,000
Jubilee	8,450	-
Trust for London	27,750	-
Holiday Fund	7,614	-
	<u>472,179</u>	<u>215,870</u>
Restricted Funds - Client Projects		
1958 Remembered	-	500
Other	-	0
Total Restricted Funds	<u>472,179</u>	<u>216,370</u>
 Unrestricted Funds		
Royal Borough of Kensington & Chelsea	100,000	100,000
Kensington & Chelsea NHS Primary Care Trust	97,239	75,030
KCP (RBKC) Forum	45,000	-
Other	3,995	34,910
	<u>246,234</u>	<u>209,940</u>
 Total Grants and Contracts	 <u>718,413</u>	 <u>426,310</u>

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013 (...continued)

4 Total Resources Expended	2013	2012
	£	£
Charitable Activities - Direct Project Costs		
Staff Costs	335,247	281,625
Consultants	45,246	23,309
Sub-contractors / Partners	123,752	2,000
Seminars & Events	21,530	14,313
Legal Fees	600	730
Publications	4,970	6,311
Projects	1,685	32,112
	<u>533,030</u>	<u>360,400</u>
Charitable Activities - Support Costs		
Accountancy	2,760	3,730
Rent Payable	35,120	35,420
Staff Support / Recruitment	0	1,643
Training & Travel	10,646	9,514
Communications / Telephone	11,124	12,501
Miscellaneous	2	1,899
Publications, Promotions, Marketing, & Subscriptions	960	3,027
Depreciation	23	350
Bank Charges	122	61
Equipment, Repairs & Maintenance	4,246	399
Insurance	1,990	2,954
Stationery, Postage, Office Supplies	8,856	3,468
	<u>75,849</u>	<u>74,966</u>
Total Charitable Activities	<u>609,339</u>	<u>435,366</u>
Charitable Activities - Governance Costs		
Staff Costs	34,000	35,554
Audit Fee - Current Year	3,000	3,000
Other payments to Auditors for non audit services	2,000	-
Sub-committee & AGM Meetings	1,827	1,920
Insurance	460	500
	<u>41,287</u>	<u>40,974</u>
Total Resources Expended	<u>£650,166</u>	<u>£476,340</u>

Staff costs relate to the ongoing strategic review of the activities and projects of the charity Trustees' indemnity insurance included above amounted to £460 (2012: £500).

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013 (...continued)

5 Net Incoming Resources for the Year

	2013	2012
	£	£
The surplus for the year is stated after charging:		
Depreciation	23	350
Operating Leases Payable	44,420	44,420
Auditor's Remuneration	3,000	3,000
Other payments to Auditors for non audit services	2,000	-

6 Staff Costs

	2013	2012
	£	£
Salaries	324,472	275,290
Social Security	33,442	29,238
Pensions	10,258	11,064
	<u>368,172</u>	<u>315,592</u>

The pension charge represents the monthly premiums paid to schemes whose assets are managed by a third party.

No employee earned over £60,000 in the year.

No trustee received remuneration or expenses in the year.

7 Operating Lease Commitments

At 31st March 2013 the company had annual commitments under non-cancellable operating leases as follows:

	Land & Buildings	
	2013	2012
	£	£
Expiry date:		
Within 1 year	17,110	-
Between 1 and 2 years:	<u>-</u>	<u>34,220</u>

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013 (...continued)

8 Tangible Fixed Assets	2013	2012
	£	£
Costs		
Balance at 1st April 2012 & at 31st March 2013	<u>42,427</u>	<u>42,426</u>
Depreciation		
Balance at 1st April 2012	42,337	41,986
Charge for the year	<u>23</u>	<u>350</u>
Balance at 31st March 2013	<u>42,360</u>	<u>42,336</u>
Net Book Value at 31st March 2013	<u>67</u>	<u>90</u>
9 Investments	2013	2012
	£	£
Balance at 1st April 2012	22,177	22,177
Unrealised Gain on investment	<u>3,598</u>	<u>0</u>
Balance at 31st March 2013	<u>25,775</u>	<u>22,177</u>
The investment consists of 8,629.13 units in the Charity Equity Fund (Income) as valued on 31st March 2013		
10 Debtors	2013	2012
	£	£
Grant Debtors	48,031	24,020
Connected company	2,268	-
Other Debtors	60	4,873
Prepayments	<u>11,448</u>	<u>11,448</u>
	<u>61,807</u>	<u>40,341</u>
11 Creditors	2013	2012
	£	£
Accounts Payable	27,683	13,149
Accruals & Other Creditors	14,473	25,207
Grants received in advance	<u>167,053</u>	<u>0</u>
	<u>209,209</u>	<u>38,356</u>

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013 (...continued)

12	Movement on Funds		Balance at 1st April 2012	Incoming Resources	Outgoing Resources	Transfer from / (to) Unrestricted Funds	Balance at 31st March 2013
			£	£	£	£	£
	<i>Restricted Directly-managed Projects</i>						
	Big Lottery Fund-Supporting Impact	a)	-	104,550	109,650	5,100	-
	Big Lottery Fund-Supporting Change	b)		9,800	9,800	-	-
	Big Lottery Fund-Transforming Local Infrastructure	c)	-	264,614	229,855	-	34,759
	Sexual Health Providers' Forum	d)	13,027	-	3,506	-	9,521
	City Bridge Trust	e)	29,685	49,401	61,735	-	17,351
	Trust for London	f)		27,750	5,858		21,892
	Holiday Fund	g)		7,614	-	-	7,614
	Jubilee Events	h)		8,450	8,450	-	-
	Community Voices	i)	-	-	6,072	6,072	-
	Total Restricted Funds		<u>42,712</u>	<u>472,179</u>	<u>434,926</u>	<u>11,172</u>	<u>91,137</u>
	Unrestricted Funds		<u>189,725</u>	<u>257,283</u>	<u>215,240</u>	<u>(11,172)</u>	<u>220,596</u>
	Unrestricted Funds-gains on Investments Assets		<u>-</u>	<u>3,598</u>	<u>-</u>	<u>-</u>	<u>3,598</u>
	Total Funds		<u>232,437</u>	<u>733,060</u>	<u>650,166</u>	<u>-</u>	<u>315,331</u>

- a) This project is to enhance the project and information development of the organisation
- b) & c) These projects are to work in partnership with other support organisations and develop a modern approach to supporting local organisations
- d) This project is to support a network of sexual health providers to deliver efficient services
- e) This project is to enhance more effective governance in local organisations
- f) This supports research into how low income families cope with austerity
- g) This fund supports holiday provision for low income families
- h) This fund supported events in the Jubilee year
- i) The fund supports local choirs

KENSINGTON AND CHELSEA SOCIAL COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31st March 2013 (...continued)

13 Designated Funds

	Contractual Liability Fund	Equipment Fund	Strategic review fund	Total
	£	£	£	£
Balance at 1st April 2012	98,000	10,450	-	108,450
Funds released	(98,000)	-	-	(98,000)
Transfer to funds	-	-	100,000	100,000
Balance at 31st March 2013	-	10,450	100,000	110,450

The contractual liability fund is no longer required as this issue has now been resolved. The strategic review fund is to enable the Trustees to use funds whilst the charity is undertaking merger proposals and reviewing the future of the organisation.

**15 Analysis of Net Assets
Between Funds**

	Restricted Funds	Unrestricted Funds	Total
	£	£	£
Fixed Assets		67	67
Investments	-	25,775	25,775
Current Assets	91,137	407,561	498,698
Creditors: amounts falling due within one year	-	(209,209)	(209,209)
Net assets at 31st March 2013	91,137	224,194	315,331

16 Related Parties

Kensington and Chelsea Community Enterprises C.I.C.(KCCE-CIC) was formed in February 2012. This is a community interest company controlled by Kensington and Chelsea Social Council.

The directors of the company are Mary Gardiner (CEO of KCSC), Amelia Mustapha and Michael Bach, both trustees of KCSC.

During the year KCSC undertook project work for KCCE-CIC to the value of £3,995. KCSC also paid certain items on behalf of KCCE-CIC. At the year-end KCCE-CIC owed KCSC £2,268.

17 Post Balance Sheet event

The charity is in the process of merging with Voluntary Centre Kensington and Chelsea. The expected date of the merger is 1st January 2014.

