

Services for Independent Living Accounts and

Trustees' Annual Report 31st March 2010

www.s4il.co.uk

**Providing services that help disabled and older
people with care and support needs to remain living
in their own home, in the way they choose.**

Registered Office

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A company limited by guarantee in England and Wales.

Company Registration No: 4624968 | Registered Charity No: 1099020

About Services for Independent Living

SIL is a user led organisation providing services that enable disabled and older people to live independent lives in their own homes within their own community. We work in partnership with Local Authorities, the Health Service and other voluntary and local organisations and individuals in a common effort to improve the lives of disabled and older people and their family carers, and to facilitate their participation in and full integration into society.



SIL Vision

Disabled people, older people and family carers are equally valued members of our society

SIL Guiding Principles

- ✓ Everyone is respected and has equality of opportunity
- ✓ Responding pro-actively to change through innovation & creativity
- ✓ Strengthening communities by developing and using the skills of disabled people

Chair's Welcome





Welcome to the Trustees Report for the year ended 31st March 2010.

Last August I volunteered to stand as Chair again. As Acting Chair I felt some of the pressures in chairing the Trustee Board of a service-based charity like SIL. Yet it was a privilege to work as a user in a user-led

business environment. It is helpful to know that I have the backing of present and new Board members.

I would like to thank Barbara Millman and John Gill (two founder Board members) and also Gill Hands, Elspeth McPherson and Sandy Foster, who have resigned since the last AGM, for all their various Board work.

This year's AGM gives members an opportunity to vote for a prospective Board member whose gifts and skills will greatly help the Board's work at this time. We still have Board vacancies for disabled service users and family carers, so if you have skills, experience and time to be a Trustee on SIL's Board, please talk to a Board member or Marion.

There are, of course, other ways to be involved with SIL. I went to a recent Service User Forum, and saw how that has grown under Maggie O'Neill's leadership. Or what about training as a peer-mentor or in video-making, or writing about something you have done using your Personal Budget for the Newsletter? These are examples of how you can get involved at SIL.

The Management Team and all staff have continued to extend SIL's quality this year. Of course, our own approved agency, the Independent Living Service must keep up with national quality standards. Last year we were all working towards, and achieved ACQUA accreditation and the Board acknowledge the work involved in that achievement. We are now all working towards the quality standard ISO 9001. Pressures on staff, managers and most of all the Chief Executive remain enormous in this recession. Thank you every SIL worker for all you do and give, and a particular thank you to Marion herself.

We are now a Department of Health User-Led Organisation, catering for Disabled and Older People and Family Carers. This leads to two final points. Over the year SIL has worked in collaboration with two local Age Concern groups and one Carers' support group to extend use of Direct Payments to users of these groups. The Board hopes members will agree the resolution that full membership of SIL should be extended to family carers. The Board has also approved the prospect of SIL extending business to neighbouring counties outside Herefordshire.

Of course, some of these changes did not fit the original governing documents. So from September 2009, the Trustees have engaged a consultant to review these articles and modernise the language. They also conform to current Charity Commission and Company law and guidance. The final article looks what it is: a professional document with a heart.



Chief Executive's Message

This year we were delighted to be able to make progress in some key areas with funding from the Department of Health. SIL held the very successful 'Celebrating Independent Living' event; we developed relationships with Herefordshire Carers Support and Age Concern so we can jointly provide better services and support to carers and older people; we have improved our recruitment, induction and support to trustees, and most importantly, seen many more service users get involved within SIL in a range of ways including film making.

We have laid the foundations for expansion into neighbouring counties, where we can see there is demand for our services. We have built relationships with potential local partners and with the Local Authorities and Primary Care Trusts. We are pleased that the Independent Living Service is now an approved provider with Worcestershire Council.

My thanks goes to our staff who always pull together in the interests of service users, and to all those who have made a contribution to SIL in some way during the year.

Focus on ... Activities of SIL

SIL's focus is on meeting the needs of disabled and older people who need support to live in their own home. Our services are available to people of all ages and all impairments. For example older people, parents of disabled children, people with mental health needs and people with physical impairments or learning difficulties. Our strength is in creating carefully structured services with people to meet their individual needs.

Our **Independent Living Service** (3* excellent rated home support agency) provides support for people with high and complex support needs, who select their own team of staff supported by a Team Leader. Twenty five people are supported, many of whom might otherwise be in nursing or residential care, thus demonstrating our commitment to disabled people remaining within their own community. Service users value the service highly for the independence and quality of life they have. Thirty seven people were supported by the service in the year, eight of whom used the Short Term Support Service.

“The gradual and sensitive introduction and building up of the right support is excellent and inspires total confidence”.

ILS Service User



The service was shortlisted for the RADAR 'Doing Services Differently' award in December 2009. This was a well deserved accolade for all involved

Mandy Hamblin, service user at the Radar Awards Event December 2009

The new ILS user task group has been very popular. Funding from Awards for All for 'creative communication' has been used by the group to make a series of short accessible films.

The film 'Good Support Worker, Bad Support Worker' is highly entertaining!



Ian Bambrough, ILS Service User

Independent Living Service (ILS) users did not realise the challenges posed by the prolonged snow and ice as managers and staff pulled together to ensure their support was delivered. The dedication of staff was very much appreciated.

We are proud of our low staff turnover which we feel is due to the high level of job satisfaction that comes with being well inducted, trained and supported.

Last years' winner of the Judy Phillips Memorial Award for ILS Support Worker of the Year was Lesley Davies nominated by Service User Rachel Crampton. Rachel said "Lesley is 'the best'; she is a 'doer'.

She is very good at getting things sorted, taking responsibility for things such as



phoning/organising appointments and holiday planning. Lesley gets on well with the rest of the team. She is fantastic, fun to be with and also professional. She is great supporting me if I feel down, 'bucking me up'"

Team of the Year award went to Ian Bambrough's Team

Lesley Davies pictured with Rachel Crampton (centre) and Ginnie Jacques, Service Manager (right)



Team of The Year L to R: Adam Cove, Owen Williams, Jason Young, Tarah Mackley, Keith Chesterton and Nat East

"SIL is run in a very professional manner with very good communication skills and excellent training and work"

A member of staff

The Di

(DPSS) provides comprehensive support, information and advice to disabled employers employing their own support workers. Disabled people appreciate the control and choice this gives them over their support arrangements, but being an employer also presents new challenges to people who, by definition, are experiencing issues that make life more difficult anyway. The role of the support service is to enable disabled employers to employ legally and safely and to minimise the administrative burden of being an employer.



The DPSS in action at our Celebrating Independent Living event May 2009. Advisor Louise Wood gives advice to potential service users.

The DPSS has supported 168 disabled employers throughout the year in total. At the end of the year there were 145 service users being supported, a net growth of 20 additional new service users joined the service within the year.

“All staff at SIL are exceptional in their knowledge and for the help and support they provided”.

DPSS Service User

Service development activity has focused on innovative ways of meeting support needs effectively. Our website now contains many resources, including downloadable templates, enabling employers to access the information they need independently as and when they need it. Job applicants for personal assistant posts can complete an online application form.

SIL runs a payroll service meeting the needs of 122 disabled employers employing between them approximately 270 employees. We also offer a financial administration service and have found that there has been much interest this year in people opting for SIL to hold their personal budget in a dedicated client account, pay their bills and do their accounts for them.

Active **user participation** is encouraged and supported by SIL, and in the year we have increased the percentage of our service users volunteering / participating from 15% to 22%.

Service users regularly volunteer for us in the following ways:

- Making short films
- Service User Forum / Task Group
- Trustees
- New trustee induction
- Meeting quality assessors
- Peer support
- Peer mentoring
- Interview panel member
- Writing articles for our newsletter
- Training delivery



Service User Rob Tucker helping at the office

Peer mentoring can be a very effective way for disabled employers to share their problems and find solutions from others' experience. Experienced employers find it increases their confidence too, as they appreciate just how much knowledge they have acquired and the new skills they have developed. A student Social Worker on placement with SIL developed peer mentoring policies and procedures and a training



course for 6 mentors was held, this then supported 3 mentees to establish successful mentoring partnerships.

Funding from Skills for Care has enabled the service to develop induction materials for disabled employers to use with newly recruited personal assistants.

Collaboration with Age Concern has resulted in an increase in the percentage of older people using the service – from 51% to 58% of total number service users.

The **Values and Attitudes training** delivered by our service users once again proved popular with participants. During the year some of the trainers moved on to other activities, and we have incorporated an abbreviated version into the staff and trustee induction programme which is delivered by the remaining trainers.

Support Planning and Brokerage has been delivered again this year in partnership with Herefordshire Council. It has been especially good to see personal budgets being extended to people with mental health issues to support independent living / recovery.



SIL is committed to disabled people being informed about local and national plans that might affect them, and encourages and supports people to get directly involved and influence plans and strategies as much as possible.

Examples this year include:

- Review of the Herefordshire Council / PCT/ NHS Disability Equality Scheme
- Social Care Reference Group (direct payments and individual budgets)
- Responded to the Department of Health consultation on the Reform of Care and Support



Case Studies

Our vision is for disabled people, older people and family carers to be valued members of our society. How have our services helped fulfil this aim in 2009/10?

Here are the stories of two people we have supported.

Mr and Mrs Smith

Mr and Mrs Smith were both in poor health. Mr Smith had a stroke some years ago and Mrs Smith has been his carer. However, she now has Parkinson's disease and osteoporosis. They have a care plan, and agency staff (paid for by the Council) call in 3 times a day, but with Mrs Smith's increasing frailty this is no longer enough.

Residential care was considered for Mr Smith, although he said he would very much prefer to stay at home.

Mrs Smith's nephew, Paul, contacted Social Services to arrange for a re-assessment of his aunt and uncle's needs. A self-assessment form was completed and it said something about Personal Budgets, which they did not understand.



Paul came to Services for Independent Living (SIL) for information on Personal Budgets and a meeting was arranged with SIL, Paul and Mrs Smith. SIL explained the choices available to Mr and Mrs Smith and how a support plan works.

Mrs Smith felt that she needed someone in the house most of the time, and a family friend, not a UK national, has offered to live in for three weeks each month, in exchange for travel expenses and pocket money. SIL were able to explain the legal requirements for employing a personal assistant, and give specialist advice on not unintentionally creating a tenancy, and on the immigration status of the friend.

Compliance with minimum wage legislation and the book-keeping requirements of a Personal Budget were also covered.

By the end of the meeting, they knew that they would be able to do what they wanted – have someone they know and trust staying in the house while working within the local authority system, as well as options for employing other help during the friend's

non-working weeks and in emergencies.

Although very competent, Mrs Smith was relieved that she could use SIL's Direct Payments Support Service to deal with the legalities of employing a PA and also to run a payroll and deal with HM Revenue and Customs on her behalf, rather than having to cope with it all herself or impose on family members.

SIL was also able to hold and manage the Personal Budget on behalf of Mr and Mrs Smith by receiving the money into a special client account, make all payments due and reconcile and evidence spending as required by the local authority.

David's Story

David is a man in his twenties who has autism and uses a wheelchair. He lives in his own house and was being supported by an agency which he and his family were not happy with due to inconsistent support. David was exhibiting very aggressive threatening behaviour towards the agency staff.



The agency were restricting his activities because of this behaviour and enforcing a strict diet. He had little choice in his life and lived by a firm set of rules.

David's family approached *Services for Independent Living* who arranged for their home support service, *The Independent Living Service (ILS)* to provide support for him 24/7 in his home.

The ILS then set up a dedicated team for David able to offer him consistent support. The team were able to work with David and a psychologist in order to manage his challenging behaviour and support him to achieve and do things that he wanted to.

David now has choice and control over most of his life and is encouraged to make his own decisions. He is now confident with his team and very rarely displays any kind of challenging behaviour or aggression. He has been supported to adopt a pet cat which his family were previously against and had tried to dissuade him.

The ILS supported David to feel confident to express his wishes to his family and understand his rights. They implemented a decision making chart to show his family and others how many of his decisions were being made for him. This led to David taking more control of his life and expressing his preferences and rights.

He had previously found it difficult to build relationships with people because of his autism and the ILS team is now supporting him to build relationships outside his family and support workers. David has invited new friends to his home and has spent time with them doing the activities that he enjoys.

Our Priorities

To further our aims the SIL Board has decided on the following priorities for the period 2009 - 2012

- 1. To achieve financial sustainability by reaching a target of 40% unrestricted funds**
- 2. To generate 25% of our income by provision of services outside Herefordshire**
- 3. To increase the overall number of disabled / older service users by 100% and increase the % of informal carers by 20% by 2012**
- 4. Increase user participation as a % of total service users each year**
- 5. To reduce central overheads as a total % of income by 2012.**

Progress has been made towards meeting these objectives in 09/10 by:

- Promoting our services more effectively by developing our website and marketing materials, attending events and joint activity with Age Concern and Herefordshire Carers Support.
- Increasing the numbers of people using our payroll service and financial admin services by 17.5 % and 23.5% respectively from last year.
- Creating new posts to build a solid foundation for growth, including HR Manager, Finance Manager, an ILS Development Worker and a DPSS Team Manager.
- Researching the needs of surrounding counties and meeting with senior managers in Monmouthshire and Worcestershire to promote the organisation and our services. The Independent Living Service is now on the Worcestershire Council's list of contracted providers of spot purchased care.



The Mayor of Herefordshire Sylvia Daniels talks to DPSS Advisors at The Celebrating Independent Living event May 2009.

Issues affecting SIL

The single biggest issue for the organisation, and our service users, in the year has been the UK's worsening financial situation. All public services will be affected by the budget cuts to come, and SIL knew it needed to plan ahead for this challenge.

We have worked hard to increase efficiency, examining how time is used and how it might be used more effectively. The introduction of Peer Mentoring is a creative and innovative example of this.

Our joint work with Age Concerns and Herefordshire Carers Support has been valuable for reaching new service users, and together improving our services to older people and family carers. Together we can achieve more without putting in lots of extra resources.

Neither Personal Budgets nor Direct Payments have experienced the increase we anticipated, impacting on our growth targets, and in our view denying many the

opportunities to exercise more choice and control over their lives. However we are optimistic that this situation will improve in 2010/11.

Future plans

SIL will continue to work with other organisations where we can achieve more together for service users by offering complementary activities, extend our reach, and / or be more efficient. To this end we will work even more closely with Herefordshire Carers Support in the coming year.

We are actively exploring the potential of technology to improve efficiency across the organisation and at service level.

SIL plans to obtain the quality assurance standard ISO 9001:2008 in 2010.

Structure, Governance and Management

The Charity is a Company Limited by Guarantee, and is therefore governed by a memorandum and articles of association. It was incorporated on 24th December 2002. Registered charity status was obtained on 15th August 2003.

The Board is constitutionally controlled by disabled people. A Register of Interests is reviewed periodically, and Conflicts of Interest a standing item on the Board agenda. Board meetings occur monthly, and Board subcommittees for Finance, Marketing, Human Resources, and Quality, meet on a frequent basis.

The trustees annually review the major risks which the Charity faces through a comprehensive risk assessment process. The Board confirms that they have established systems to mitigate the significant risks.

Trustees believe that maintaining reserves at or near target levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions.

Day to day running of the Charity rests with the Chief Executive and the staff.

Board performance is reviewed annually and new trustees recruited where a gap exists for particular skills, knowledge or experience. Various recruitment methods are

A Penfold
D Crook
Liz Lloyd
C Javens

The Board wishes to thank the following people who stepped down during the year:

B Millman (Retired 20.07.2009)
G Hands (Retired 22.02.2010)
E Mcpherson (Retired 14.10.2009)
J Gill (Retired 27.04.2009)
S Foster (Retired 14.07.2009)

Chief Executive M Tweed-Rycroft

Company Secretary M Tweed-Rycroft

Registered Office Rockfield Road
Hereford
HR1 2UA

Bankers National Westminster Bank
12 Broad Street
Hereford
HR4 9AH

Unity Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

Auditor Beth Norris FCCA
9 Church Crescent
Pembridge
Leominster
HR6 9HH

Financial review

The trustees have reviewed the Charity's need for reserves in line with the guidance issued by the Charity Commission. The trustees are pleased that the financial

strategy in 2009/10 succeeded in achieving the level of reserves the Board wanted to reach. SIL now has sufficient reserves to meet two months running costs to safeguard the Charity's service and staff commitments in the event of delays in receipt of grants or other funding. This will ensure that SIL can run efficiently and meet the needs of its beneficiaries.

SIL has reviewed financial policies and procedures in line with the Statement of Recommended Practice 2005, updated in June 2008.

The principal purchaser of our services is Herefordshire Council. SIL has service level agreements with the Council for the Direct Payments Support Service and the Council spot purchase our home support service for the majority of our service users. Other sources of funding include grants, and increasingly, earned income for home support, payroll, and financial administration including managed accounts.

All funding has supported the Charity's aims of the provision of services that facilitate independent living and promote disabled and older people having more control over their lives.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Tangible Fixed assets for use by the charity

Details of the movement in fixed assets are set out in note 3 to the accounts.

Directors and trustees

All directors of the company are also trustees of the charity, there are no other trustees. Full details are shown on pages 15 & 16.

Trustees' responsibilities in relation to the financial statements

The trustees are required by company law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. 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 the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company exemption

The trustees' report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in part 15 of the Companies Act 2006, and with additional disclosures as required by the above mentioned SORP.

Approval

This report was approved by the board of directors and trustees on June 28th 2010 and signed on its behalf by:

A.Penfold
Chair

G Powell
Treasurer

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SERVICES FOR INDEPENDENT LIVING

We have audited the financial statements of Services for Independent Living for the year ended 31st March 2010 which comprise the Statement of Financial Activities, including the Income and Expenditure Account, the Balance Sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein.

Respective responsibilities of trustees and auditor

The trustees' (who are also the directors of Services for Independent Living for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accountancy Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with section 44 of that Act.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and the International Standards on Auditing (UK and Ireland).

We report to you on our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you if, in our opinion, the information given in the Trustees' Annual Report is not consistent with those financial statements, if the charity has not kept proper accounting records, if the charity's financial statements are not in agreement with these accounting records and returns, or if we have not received all the information and explanations we require for our audit.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charity as at 31st March 2010, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- the financial statements have been properly prepared in accordance with the Companies Act 2006 and
- the information given in the Trustees' report is consistent with the financial statements

Beth Norris
Registered Auditors
9 Church Crescent, Pembridge, Leominster, HR6 9HH
2010

SERVICES FOR INDEPENDENT LIVING

Statement of Financial Activities, including the income and expenditure account, for the year ending 31st March 2010

| Note | | Unrestricted | Restricted | 2010 Total | 2009 Total |
|------|---------------------------------|--------------|------------|---------------|---------------|
| | Incoming Resources | | | | |
| | From generated funds: | | | | |
| | donations | 6,300 | - | 6,300 | 200 |
| | investment income | 560 | - | 560 | 5,345 |
| | From charitable activities | 1,383,255 | 231,502 | 1,614,757 | 1,451,109 |
| 10 | Total incoming resources | 1,390,115 | 231,502 | 1,621,617 | 1,456,654 |
| | Resources used | | | | |
| | Charitable activities | 1,259,749 | 214,269 | 1,474,018 | 1,447,753 |
| | Governance costs | 4,562 | 256 | 4,818 | 6,601 |
| 11 | Total resources expended | 1,264,311 | 214,525 | 1,478,836 | 1,454,354 |
| | Transfers | | | | |
| | Gross transfers between funds | - | - | - | - |
| | Net movement in funds | 125,804 | 16,977 | 142,781 | 2,300 |
| | Reconciliation of funds | | | | |
| | Total funds b/f | 193,322 | 7,608 | 200,930 | 198,630 |
| | Total funds c/f | 319,126 | 24,585 | 343,711 | 200,930 |

**SERVICES FOR INDEPENDENT LIVING
(Company limited by guarantee)**

Balance Sheet as at 31st March 2010

| Note | 2010 | 2009 |
|------|---------------------------------|---------|
| | FIXED ASSETS | |
| | Tangible fixed assets | |
| | Unrestricted | 7,914 |
| | Restricted | 3,608 |
| | ----- | ----- |
| 3 | 11,293 | 11,522 |
| | CURRENT ASSETS | |
| 4 | Debtors and prepayments 158,727 | 134,019 |
| | Bank & cash 348,401 | 213,451 |
| | ----- | ----- |
| | 507,128 | 347,470 |
| | CURRENT LIABILITIES | |
| 5 | Creditors and accruals 174,710 | 158,062 |
| | ----- | |
| | NET CURRENT ASSETS | |
| | 332,418 | 189,408 |
| | ----- | ----- |
| | 343,711 | 200,930 |
| | ===== | ===== |
| | FUNDS | |
| | Unrestricted | 193,322 |
| 6 | Restricted | 7,608 |
| | ----- | ----- |
| | 343,711 | 200,930 |
| | ===== | ===== |

The accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the board of directors on _____ and were signed on its behalf by:

A Penfold
Chair

G. Powell
Treasurer

1. Accounting policies

Basis of preparation of financial statements

The financial statements are prepared under historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities, effective 2008 and the Statement of Recommended Practice – Accounting and Reporting by Charities issued February 2005, updated July 2008.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the costs of fixed assets, less their residual value, over their expected useful lives on the following basis:

| | |
|------------|--------------------------|
| All assets | 25% straight line method |
|------------|--------------------------|

Incoming resources

Voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods or donor conditions have not been fulfilled, then the income is deferred. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis.

2. Staff costs

| | 2010 | 2009 |
|------------------|-----------|-----------|
| Wages & Salaries | 1,258,918 | 1,243,207 |
| Employers' NIC | 97,997 | 96,059 |
| | ----- | ----- |
| | 1,356,915 | 1,339,266 |
| | ===== | ===== |

The total number employed during the year, by function was:

| | |
|-----------------|-----|
| Direct activity | 140 |
| Support | 11 |

employed on part time basis/variable hours contracts.

No employee earned in excess of £60,000 during the year

No director received any remuneration during the year, but they were reimbursed for expenses incurred which amounted to £262.

3. Fixed Assets

| | Land & Buildings | Equipment; F & F | Total |
|---------------------------|---------------------|---------------------|--------|
| Cost 1.4.09 | 3,847 | 52,079 | 55,926 |
| Additions | - | 5,789 | 5,789 |
| | ----- | ----- | ----- |
| Cost 31.3.10 | 3,847 | 57,868 | 61,715 |
| Depreciation 1.4.09 | 2,328 | 42,076 | 44,404 |
| Charge for year | 926 | 5,092 | 6,018 |
| | ----- | ----- | ----- |
| Cost 31.3.10 | 3,254 | 47,168 | 50,422 |
| Net book value 31.3.10 | 593 | 10,700 | 11,293 |
| 31.3.09 | 1,519 | 10,003 | 11,522 |
| | ===== | ===== | ===== |

4. Debtors and Prepayments

| | 2010 | 2009 |
|-------------------|---------|---------|
| Operating debtors | 157,790 | 124,890 |
| Prepayments | 937 | 9,129 |
| | ===== | ===== |

5. Creditors and accruals

| | 2010 | 2009 |
|----------------------|---------|---------|
| Creditors & accruals | 54,181 | 41,758 |
| Deferred credits | - | 54,320 |
| Client balances | 94,615 | 36,032 |
| PAYE | 25,914 | 25,952 |
| | ----- | ----- |
| | 174,710 | 158,062 |
| | ===== | ===== |

Included in accruals is auditor's fee of £1,000

6. Restricted Funds

| | Bal b/f | Incoming resources | Outgoing resources | Bal c/f | NBV | Purpose of grant |
|---------------------|---------|--------------------|--------------------|---------|-------|------------------|
| Awards for all | - | 10,000 | 2,055 | 7,945 | 3,265 | 1 |
| LDDF | - | 2,755 | 2,002 | 753 | 753 | 2 |
| Hfd Council/NHS Hfd | - | 4,667 | 774 | 3,893 | - | 3 |
| Hfd Council (SB) | 2,263 | - | 2,263 | - | - | 4 |
| Access to Work | - | 4,957 | 4,957 | - | - | 5 |
| Hfd Council (SSD) | - | 134,803 | 134,803 | - | - | 6 |
| Skills for Care | - | 7,500 | 7,500 | - | - | 7 |
| Dept of Health | - | 50,000 | 49,661 | 339 | 339 | 8 |
| Hfd Council/PCT | 1,736 | 6,820 | 8,556 | - | - | 9 |
| Hfd Council/PCT | - | 10,000 | 766 | 9,234 | - | 10 |
| DWP Access to Work | 3,423 | - | 1,002 | 2,421 | 2,421 | 11 |
| Community Champions | 186 | - | 186 | - | - | 12 |
| | ----- | ----- | ----- | ----- | ----- | |
| | 7,608 | 231,502 | 214,525 | 24,585 | 6,778 | |
| | ===== | ===== | ===== | ===== | ===== | |

Purpose of grant

| | |
|--------------------------------|---|
| 1 Awards for all | Training delivery |
| 2 Learning Disability Dev Fund | Facilitators and equipment |
| 3 Hfd Council/NHS Hfd | Person centred planning & brokerage service |
| 4 Hfd Council (SB) | Support brokerage service |
| 5 Access to Work | Facilitate employment opportunities |
| 6 Hfd Council (SSD) | Purchase of direct payments support service |
| 7 Skills for care | New type of worker |
| 8 Dept of Health | User led organisation |
| 9 Hfd Council/PCT | Community resource worker |
| 10 Hfd Council/PCT | Peer support with personal budgets |
| 11 DWP Access to Work | Purchase of Braille kit |
| 12 Community Champions | Support development of service user network |

7. Share Capital

The company is a company limited by guarantee and does not have a share capital. Consequently no reconciliation of shareholders funds as required by FRS3 is possible. Similarly, the split of shareholders funds between equity and non-equity shareholders as required by FRS4 is not possible.

8. Guarantee

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up during the time that he or she is a member or within one year afterwards for payment of debts and liabilities of the company contracted before he or she ceases to be a member, and of the costs, charges and expense of winding up the same and for the adjustment of the rights of contributors amongst themselves, such amount as may be required not exceeding, in the case of any member, the sum of £1.

SERVICES FOR INDEPENDENT LIVING
Notes to the accounts for the year ending 31st March 2010

9. Resources expended by activity (see chart A)

| | General | ILS | ESS | User Involvem't | Dev. Work | Support Brokerage |
|-----------------------|---------|-----------|---------|--------------------|--------------|----------------------|
| Staff costs | 4,957 | 1,108,307 | 68,592 | 29,869 | 19,180 | 1,952 |
| Direct Activity Costs | 1,187 | 15,254 | 4,003 | 9,955 | 2,554 | - |
| Support costs: | | | | | | |
| Staff costs | - | 78,919 | 78,919 | 3,120 | - | 3,714 |
| Office costs | - | 8,289 | 8,289 | 6,461 | - | - |
| Other costs | - | 13,894 | 6,683 | - | - | - |
| | ----- | ----- | ----- | ----- | ----- | ----- |
| | 6,144 | 1,224,663 | 166,486 | 49,405 | 21,654 | 5,666 |
| Governance | 1,352 | 1,670 | 1,218 | 578 | - | - |
| | ----- | ----- | ----- | ----- | ----- | ----- |
| | 7,496 | 1,226,333 | 167,704 | 49,983 | 21,654 | 5,666 |
| | ===== | ===== | ===== | ===== | ===== | ===== |

10 Incoming Resources (see chart B)

| | 2010 | 2009 |
|-----------------------------|-----------|-----------|
| Donations | 6,300 | 200 |
| Investment Income: | | |
| Interest | 560 | 5,345 |
| From Charitable Activities: | | |
| Grants and SLAs | 231,502 | 217,695 |
| Fees | 1,383,255 | 1,233,414 |
| | ----- | ----- |
| | 1,621,617 | 1,456,654 |
| | ===== | ===== |

11. Resources used (see chart C)

| | 2010 | 2009 |
|-----------------------|-----------|-----------|
| Charitable Activities | | |
| Staff costs | 1,397,449 | 1,356,106 |
| Activity costs | 32,953 | 55,008 |
| Office costs | 23,039 | 20,396 |
| Other costs | 20,577 | 16,243 |
| | ----- | ----- |
| | 1,474,018 | 1,447,753 |
| Governance costs | 4,818 | 6,601 |
| | ----- | ----- |
| | 1,478,836 | 1,454,354 |
| | ===== | ===== |

Chart (A)

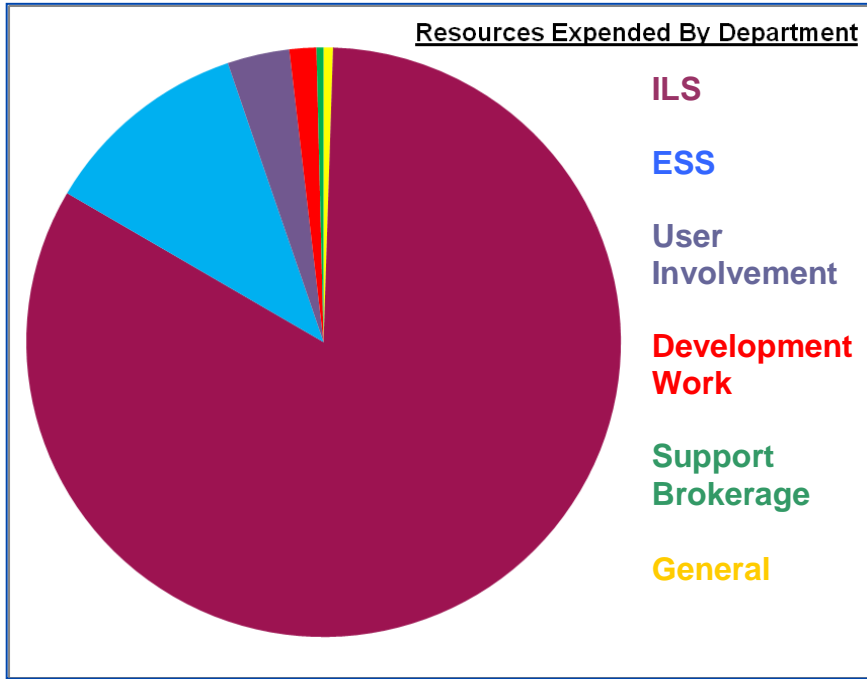


Chart (B)

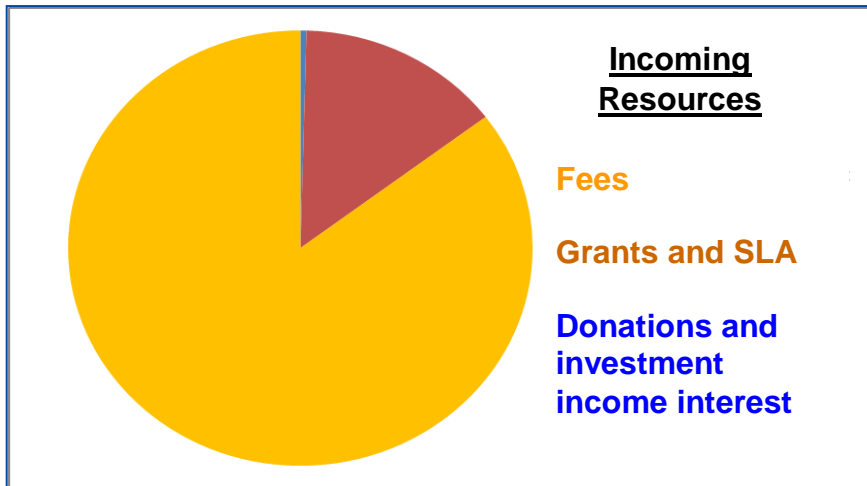
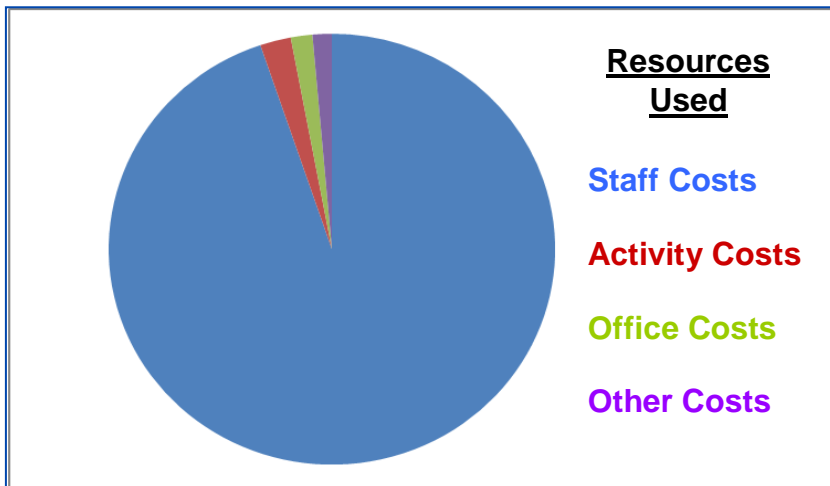


Chart (C)



Many organisations and individuals have supported the work of SIL over the year. Our thanks to Herefordshire Council, Herefordshire Primary Care Trust, Awards for All, Skills for Care and the Department of Health for funding our activity, and to all our staff, trustees and volunteer service users for their enthusiasm and hard work.