

Company number: 420386

Charity number: 303199



Bede House Association

Report and Financial Statements

31 March 2018



**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups

Awarded 2008



Contents

For the year ended 31 March 2018

Contents	Pages
Information about Bede House Association	2
Report of the Council	
1. Introduction by the Chair of Trustees	3
2. Bede's Purpose and Activities	6
3. Bede's Structure, Governance and Management	7
4. Bede's Public Benefit - Achievements and Performance	10
5. Financial Review	19
6. Plans for Future Periods	22
Independent auditors' report	24
Statement of Financial Activities (incorporating an income and expenditure account)	26
Balance sheet	27
Statement of Cash Flows	28
Notes to the financial statements	29

The members of the Council, who are also Trustees and Directors, present their report and financial statements of Bede House Association ("Bede House" and "Bede") for the year ended 31 March 2018.

1. INTRODUCTION BY THE CHAIR OF TRUSTEES, CATHERINE MCGRATH

As a small, local charity, we believe "local and small" provides community impact and connects people in a way that regional and national organisations can find difficult to match. Each of our projects – for adults who have learning disabilities, for children and young people, for people who are affected by domestic abuse, and for our support for community volunteers – is well known and respected in its specialist field. Together, they achieve Bede's overall impact in improving life in this part of London, where 38% of children grow up in poverty. Our impact can be summarised under four main themes: Alleviating the Effects of Poverty and Increasing Education and Employment Prospects; Reducing Isolation and Finding Fresh Purpose in Life; Improving Health and Well-Being; Caring for our Environment.

This year, there have been a number of significant moments to celebrate. Bede's Starfish Domestic Violence (DV) Project works very closely with the Police. In June 2017, two caseworkers, Nicole Hooper and Georgina Collie (who was our Clare College, Cambridge sponsored worker in 2015/16) received the Southwark Police Borough Commander's Commendation for an exceptional piece of casework that brought a violent DV perpetrator to justice. It is very rare for civilians to receive such an honour.

Our Learning Disabilities Service has successfully implemented a new Independent Travel Training Programme that enables clients to become more confident using public transport. We have trained and employed our first Travel Buddy who has learning disabilities herself. This is her first paid job ever and she is flourishing in her role.

Our Deputy Youth Work Manager, Donna Wallace, celebrated 20 years as a Bede employee this year. Colleagues arranged a surprise party for her, attended by many former youth club members since 1998. Now in their 20s themselves, they paid generous tributes to the important role that Donna, and Bede, played during their formative years. Bede's youth clubs are thriving, and a new team of qualified youth workers, who are former Bede youth club members themselves, are ensuring that Bede is here for this next generation of young people.

Bede's role as "host organisation" of the Big Local South Bermondsey Partnership came to an end in October 2017. Bede's two members of staff who were working for the Partnership transferred to a specialist advice organisation, Advising Communities. This arrangement gives the Partnership the specialist support they need to develop their employment training and advice project, Big Local Works, as an independent organisation. Bede continues to work closely with the Partnership in developing opportunities for local people.

Planning Consent was given in June 2018 for the new Bede Centre being built for us by Southwark Council as part of their redevelopment of the Abbeyfield Estate. The new Centre has been designed to our specification and will be much bigger than our existing buildings. We hope the new Bede Centre will open in 2021, and a capital appeal is underway to raise £1.2m to buy the 125 year lease, equip the building and manage the move. The Master of Clare College, Lord Grabiner QC, and Bede's President the Lord Bishop of Southwark, Rt Rev Christopher Chessun will host a dinner at the House of Lords in January 2019 to promote the capital appeal to potential major donors.

I would like to thank Fr Mark Nicholls, parish priest of St Mary's, Rotherhithe, who stepped down as a trustee at the AGM. We are grateful for all his support. He is kindly hosting an Advent Concert for Bede at St Mary's by the Choir of Clare College. We welcome Alison Booth, chair of the corporate social responsibility committee of Belmond, a travel company based at London Bridge, who has been coopted onto Bede Council. Alison has been a *Friend of Bede* for many years and has been inspired by the work she has seen.

Catherine McGrath
chair@bedehouse.org

Summary of Impact in the Year

Over the course of this year Bede has:

- Helped more than **2,000 people**. 1,000 people directly benefit through our services and facilities and an additional 1,000 people – eg family members, carers, community members – indirectly benefit.
- Ensured our facilities are used nearly every day of the year – with over **450 visits each week** for activities and meetings.

Alleviating the effects of poverty and increasing education and employment prospects:

- Bede's day services for people who have a learning disability enable their **carers to go out to work**. 28 households were able to do this last year. Our voluntary work and training programmes enable those who have a disability to increase their chances of paid work. We piloted our **new Bede Independent Travel Training (BITT)** programme that enables people who have a learning disability to learn how to accompany someone who is more severely disabled and use public transport. Our first graduate of BITT, who has a learning disability herself and who has never had a paid job before, is now employed by Bede as a Travel Buddy.
- Bede's Youth Project trained two former youth club members as qualified Youth Workers and both are now employed by Bede. Another former youth club member began her apprenticeship in February 2018. We **helped 10 young people who were excluded, or at risk of exclusion, from school** to re-engage with their studies and sit their exams. Bede's Youth Project are providing free lunches to those attending our school holiday activities, so that those who rely on free school meals don't miss out.
- Bede's Starfish Domestic Violence service **gave 52 clients Food Bank vouchers** and Christmas gift and food parcels because they didn't have the money to feed themselves and their children.
- Bede supported **91 volunteers** in 2017/18, at an estimated value of £72,399 in volunteer hours (7,098 hours) for the community
- Bede **employed 39 people** in 2017/18, 17 (43%) of whom were Southwark residents. £302,384 was brought into the Borough from external funding sources.

Reducing isolation and finding fresh purpose in life:

- **Bede's Inside Outside project** supports volunteers who have a learning disability to help their elderly neighbours, many of whom are housebound. Both groups, who might otherwise feel isolated and not valued, enjoy helping each other. 27 volunteers helped **58 elderly neighbours** this year. "Helping Hound" – visits that include our friendly dog Hapus – has enriched the experience for householders who love dogs but can no longer have one themselves. Without the Bede Centre, many of the **99 people with learning disabilities** who attend would be stuck at home, bored and frustrated. We run a weekly social club for anyone who has a learning disability. We keep costs low so those who do not qualify for local authority funding for a full day's activity at Bede can at least have something to look forward to on a Tuesday afternoon.
- Nearly half of the 140 new clients who came to the **Bede Starfish Domestic Violence Project** last year had been in abusive relationships for over 5 years, 39 of whom had been abused for over 10 years. All told how they felt isolated by fear and shattered self-confidence. They suffered in silence. Talking about their experiences was the first step to breaking the cycle of abuse. 90% are much safer after attending Bede and are now able to rebuild their lives.
- 160 young people attended Bede's Youth Clubs in 2017/18. Their main motivation was to make friends, do interesting things and discover their potential. Nearly half attended 10 or more sessions, and **47 attended Bede's Youth Clubs regularly for at least 6 months**. This demonstrates that, at Bede, they've found what they hoped for. Bede's Youth Project recorded 2,087 attendances at all our activities and helped 369 young people aged 8 to 19 in our school programmes, in our youth clubs and on detached youth work on housing estates.
- Our Heritage Lottery funded, two year research project: **Millwall's Changing Communities: Memories of Football and Neighbourhood in South London** has gathered personal histories to better understand the rich culture associated with the football club. Its initial findings are on the Bede website. A documentary film is being made and will be screened in November 2018.

Report of the Council

For the year ended 31 March 2018

- Bede **supports other local charities and community groups** – by providing financial services for neighbouring charity Time and Talents, by providing low cost offices for charity Siblings Together, by providing a place for the Tower Christian Centre to worship and the Aikido Alive group to train. Bede brings the community and local businesses together on our **Allotment in Southwark Park** and in **the Aspinden Nature Garden** – growing vegetables and bringing a little bit of nature to an urban area.

Improving health and well-being:

- **Bede's Starfish Domestic Violence Project** helped a total of 164 clients last year to break the cycle of violence. Between them our clients had 209 children under 16 affected by the violence at home. **90% of our clients are living safer lives** as a result of our help. Two Bede caseworkers received the Southwark Police Borough Commander's Commendation for an exceptional piece of casework that brought a violent DV perpetrator to justice. It is very rare for civilians to receive such an honour.
- 37% of the Bede Starfish Domestic Violence project's clients had a formal diagnosis of **mental ill-health** when they came to Bede. Living more safely is a huge factor in improving their mental health and well-being, and 90% of our clients successfully achieve this.
- Being **physically active** helps you be healthy. Bede's Youth Clubs get young people out playing sport, cycling and trying out adventure activities in the countryside. At Bede Centre, dance, drama, sport and physical work on our allotment offer something for each of our disabled participants, who often have physical as well as learning disabilities. Working with Millwall Football Club's Millwall in the Community we run a successful **football team for disabled players** in the South London Special League
- **Healthy eating** is a theme in our Bede Café, run by and for our disabled participants, and in our Youth Clubs where learning simple cookery skills is part of our programme especially during school holidays.
- **Happy and healthy intimate relationships** are an important part of the discussions that happen in all of Bede's projects. Our Youth Workers run courses in schools, and help club members discuss issues they have as teenagers. Understanding what is and isn't appropriate can be a challenge for someone who has a learning disability, yet still wants a genuine boyfriend or girlfriend relationship. The Bede Starfish Project's *Freedom Programme* enables women who have come through the crisis of an abusive relationship to reflect on their experience with others. This reduces the chance that they will return to an abusive relationship.
- 20% of the Bede Starfish Domestic Violence Project's new clients in 2017/18 had **children who were at risk** of being taken into care by social services. This was because their mother was in an abusive relationship and it was not safe for the children at home. From previous experience we know that, with Bede's help, most of these mothers will address the issues, and improve their children's safety.

Caring for our Environment:

- Bede looks after the **Aspinden Nature Garden**, a former bomb site surrounded by houses in Aspinden Road that is now a Site of Specific Interest to Nature. Disabled participants at the Bede Centre go there to feed the birds, keep it tidy and learn more about the wildlife that live there.
- We grow our own vegetables on our **allotment in Southwark Park**, and a small group of our participants who have a learning disability have become very skilled and accomplished gardeners. Our Inside Outside volunteers, who have learning disabilities themselves, help elderly neighbours look after their gardens.
- Bede's Youth Clubs have a strong adventure theme, and take groups of **young people into the countryside** to ride horses, scramble down caves, wade through streams and learn how the countryside is very different from life on a housing estate in London. Many see sheep for the first time whilst on a trip with Bede
- **Bede's New Centre**, which we hope will be open in 2021, is being designed to create an environmentally friendly building we can be proud of. When it is open, our existing Bede Centre will be demolished and the site used to build new Council housing so that people on modest incomes can still afford to live in this area.

2. PURPOSE AND ACTIVITIES

Statement of Purpose of Bede House Association

Bede House Association is a multi-purpose local, community charity working to improve the quality of life for people living in the London Borough of Southwark and nearby areas. Bede House was founded as a Settlement in 1938 bringing people, normally from relatively privileged backgrounds, to live as part of a lay Christian community serving their neighbours, many of whom lived in poverty.

As the charitable sector overall developed to meet changing social needs, Bede became a secular organisation in the 1970s, replacing its resident community with professional staff supported by volunteers. The Bishop of Southwark continues to be Bede's Honorary President, and voluntary service is a highly valued aspect of Bede's work in the community today. In 2008, Bede received the Queen's Award for Voluntary Service (the equivalent of an MBE) for its innovative approach to enabling volunteers who have a learning disability and local housebound and elderly residents to help and support each other. On its 75th anniversary, in May 2013, Bede House Association received a Southwark Civic Lifetime Achievement Award in the Old Metropolitan Borough of Bermondsey in recognition of the organisation's deep commitment to our local neighbourhoods.

The Bermondsey and Rotherhithe areas where Bede has its two buildings are part of the London Borough of Southwark. They contain some of the most disadvantaged neighbourhoods in the country existing alongside some of the most prosperous in London. The 2015 Index for Multiple Deprivation for England identified some neighbourhoods close to Bede as being amongst the 10% most deprived in England. Public Health England's March 2016 report on Child Health in Southwark notes that child poverty in the borough is worse than the England average, with over 27% of children aged under 16 living in poverty. The figure is higher for the parliamentary constituency of Bermondsey and Old Southwark, within which Bede is located. The Campaign to End Child Poverty's 2018 report identifies that, after housing costs are taken into account, over 38% of children under 16 in our parliamentary constituency are living in poverty.

Bede believes that strong, confident communities enable people to flourish, and that everyone has a part to play in building them. Bede's purpose is to enable those who are disadvantaged, for example by financial hardship, disability or the fear of violence at home or on the streets, to fulfil their potential and play a positive part in the community. Bede believes in building relationships over the long-term, bringing people together of different backgrounds, skills and experiences to create new opportunities for those who have fewest. Our local community is diverse, in terms of ethnic origin, social class, sexuality, faith, age and disability. Those involved in Bede, as beneficiaries, volunteers, supporters, staff, and trustees reflect this diversity, and Bede's programmes and practices embody our values of enabling people of diverse circumstances and identities to find common cause in building and sustaining vibrant, welcoming communities in our neighbourhoods.

This purpose is consistent with Bede's charitable objects, as set out in its Memorandum of Association. The objects for which Bede House Association is established are *"to promote any charitable purpose, in particular for persons in the London Boroughs of Lambeth, Lewisham and Southwark through the advancement of education, the relief of persons with disabilities, educating children and young people through their leisure time activities to develop their physical, mental and spiritual capabilities and by such other means as Council Members shall determine."*

Bede's strategies to achieve these objectives are:

- To be a modern, highly regarded professional organisation working locally and across the borough of Southwark. Bede will not seek work in other boroughs if this will compromise the focus of Bede on Southwark.
- To achieve an optimal organisational size for the sector that nurtures Bede's local mission, whilst ensuring it has the organisational capacity to achieve the desired impacts.
- To achieve an effective balance between Bede's various project purposes, its local and borough wide functions, its service delivery, advocacy and community development purposes so as to achieve a holistic response to individual need whilst fostering a welcoming community culture.
- To achieve funding and financial arrangements which ensure the overall sustainability of Bede for the long term
- To achieve a physical environment that is welcoming and stimulating, in keeping with the vision for Bede.

Report of the Council

For the year ended 31 March 2018

- To develop paid and voluntary work opportunities, within Bede, and in the wider community, which enable strong, diverse local communities to thrive.

Bede has continued to pursue its aims by providing the following activities:

- Work, training, social and recreational opportunities for people with learning disabilities.
- Practical and emotional support for victims of domestic violence.
- Social, recreational and educational activities for children and young people.
- Community development activities.

In addition, Bede seeks to make its facilities available to other community groups and organisations who share its aims through long term hire of rooms and offices at Bede House and Bede Centre.

Members of the Council have referred to the Charity Commission's General Guidance on Public Benefit when reviewing Bede's aims and objectives and in planning its future activities.

Activities

Bede House Association pursues its charitable aims through the work of a number of projects, which respond to the pattern of needs at any one time. During the year to 31 March 2018 the following projects and services were operating:

- Learning Disabilities Services, which aims to help adults aged 18 and over who have learning disabilities to develop their skills, confidence and independence through a variety of social, artistic, educational, sporting, training, voluntary work and employment opportunities.
- Youth Adventure Project, which aims to help children and young people aged 8 to 19 to discover their potential during their transition from childhood to adulthood through evening youth clubs, detached youth work on local housing estates, holiday programmes and educational work in schools.
- The Starfish Domestic Violence Project, which aims to help victims of domestic abuse, and their children, to live safer lives by providing practical and emotional help individually and through peer support groups.
- Bede's Community Engagement work, which aims to help local people to be active in improving life in the community. Bede does this by creating volunteer opportunities, by making its premises available for community activities and by its new community research project with Millwall Football Club

In addition, Bede provides premises for the Tower Christian Centre (who worship each week at the Bede Centre), the charity Siblings Together and an Aikido Club run by Aikido Alive, Bermondsey. We also provided financial management services to neighbouring charity Time and Talents until most of this function was taken in house in April 2018. Bede continues to provide their payroll service.

3. STRUCTURE, GOVERNANCE AND MANAGEMENT

Legal status

Bede House Association is a company limited by guarantee and registered under the Companies Act 2006, registration number 420386. It is a registered charity, registration number 303199. The accounts of Bede House Association have been prepared in accordance with the provisions of the Companies Act 2006, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued by the Charity Accounting Review Committee in March 2015 ("SORP 2015"), applicable UK accounting standards and the Memorandum and Articles of Association of Bede House.

Members of the Council

Bede House Association is governed by its Council. The Council - made up of 12 trustees - is responsible for formulating strategy and directing policy to meet both short and long-term objectives. It ensures that its governance is appropriate and effective by keeping up to date with developments in best practice through local and national membership

Report of the Council

For the year ended 31 March 2018

organisations for the sector, particularly Community Southwark, Locality and the Charity Commission approved “Code of Good Governance for the Voluntary and Community Sector”.

The members of the Council from 1 April 2017 to the date of this report, who had no beneficial interest in the Association, are listed in the reference and administrative details, and their profiles are summarised on Bede’s website. There are 3 male and 9 female Council members, 1 of whom is the Chair, and 7 of whom live or work in Southwark. Members of the Council retire annually. They may be put forward for re-election at the charity’s Annual General Meeting. No member of the Council is individually entitled to appoint new members of the Council. They all work on a voluntary basis.

Governance Process

The Council has continued its regular schedule of at least six meetings a year. All meetings were quorate, and the Council benefits from consistency of membership and a wide range of professional skills available in its governance role. A Finance sub group has met regularly, and there are sub groups to oversee design, performance and fundraising issues related to Bede’s premises and the development of the new Centre for Bede at Maydew House. These meet as needed in addition to the full Council meetings and allow more detailed consideration of items under these themes. These sub groups ensure that members’ specialist skills and interests are well utilised. All sub groups report and make recommendations to the full Bede Council.

Auditors

Following a routine, periodic re-tendering for audit services, Sayer Vincent were appointed by Bede Council in February 2014.

Induction and Training of Members of the Council

Recruitment of new trustees takes place when required. After an assessment of the balance of skills and experience on Bede Council, the trustee job description is advertised publicly. Trustee vacancies are advertised on Bede’s website and shared via newsletters, social media and by other local agencies. Prospective trustees visit Bede and are interviewed. One new trustees was coopted onto Bede Council in March 2018 following this recruitment process.

New members of the Council are briefed on their role by the Chair and the Principal Officer. The NCVO “Good Trustee Guide”, and the “Code of Good Governance” produced for the National Hub of Expertise in Governance are used to ensure that all trustees understand and regularly review their duties. The Council’s performance is reviewed annually and the December 2017 discussion confirmed the overall strength of the Council’s performance. Members of the Council monitor developments in governance best practice through briefings from Community Southwark (the local Council for Voluntary Service) and other bodies.

Organisation

The Principal Officer, Nick Dunne, (known as the Director) is responsible for the day-to-day management of Bede. His responsibilities include (but are not restricted to): -

- Ensuring that projects are effective and relevant to local needs and funders' priorities.
- Promoting the organisation to supporters, funders and potential beneficiaries of Bede’s services.
- Co-ordinating fund-raising and securing funds for projects and the organisation.
- Ensuring that the Council is provided with all information for it to be able to carry out its duties and responsibilities.
- Management of project managers and senior administrative staff.
- The development and implementation of efficient working practices and procedures.
- Financial control and management.
- Human resources management and compliance with employment law.
- Contributing to policy development.
- Working with the Honorary Officers, ensuring that the organisation operates within the framework of current and relevant legislation.

Report of the Council

For the year ended 31 March 2018

The key senior management posts remain largely unchanged in 2017/18 apart from that of the Community Engagement Manager whose post with the Big Local South Bermondsey Partnership transferred to another organisation, Advising Communities. Bede benefits from a stable, highly skilled senior management and staff team.

Management of Risk

In the course of their work, the Council Members ensure that the risks facing the Association are identified and that systems are in place to mitigate them. The organisation's risk register identifies nine key areas of risk – finance, funding, personnel and HR, reputation, premises, governance, projects and services, information governance and third party suppliers. The Director will update the risk assessment for each area before every Bede Council meeting, and the agenda will concentrate on any high risks identified, as well as routinely review each area at least once during the year.

Bede's relatively small size enables the organisation to respond quickly to opportunities, and threats, and to manage risk with an attitude of responsible innovation. This is evident in responding to changes and challenges in the funding environment. It is evident too in their appointment and retention of key senior staff whose attitude and skills enable their services to fulfil Bede's mission by responding to local need in creative and effective ways, particularly in working with some of the hardest to reach groups.

Bede's diverse funding relies heavily on grants that are given for a limited period, and so finance and fundraising are on-going high risks. These are constantly managed throughout the year by reviewing progress against the fundraising strategy and performance by way of the management accounts. Council Members also receive a six monthly Health and Safety report which reviews issues and trends, and monitors compliance with Bede's responsibilities as an employer, an owner and manager of buildings, and as a social care provider.

Robust practices and procedures ensure that risks associated with providing services for Children and Vulnerable Adults are routinely managed at operational level, with Council Members being informed of any major incidents that have occurred, and how managers have responded. All staff, volunteers and trustees complete DBS Enhanced checks every three years, and Project Managers maintain close links with social services to ensure safeguarding issues are reported and procedures followed.

Pay and Remuneration of Employees

Bede recognises that, to be successful and to fulfil our responsibilities to some of the most disadvantaged and vulnerable people in our community, we must employ people of a high calibre, who have the right skills, experience, personal qualities and attitudes. We are also mindful that the resources we have are limited and often secured as a result of the generosity, and good will of members of the public. We must therefore spend our resources wisely and, as staff costs represent 72% of Bede's total budget, we must do this with particular attention to our policies on pay and remuneration.

We therefore seek to achieve a fair balance between good rates of pay, security of employment, and the need to maintain a flexible staff team that gives good value for the funds we have. Salaries are benchmarked against national NJC and JNC (youth work) pay scales, national minimum wage, London Living Wage, and an assessment of the market rates for each particular post. We offer permanent or fixed term contracts, and only occasionally engage employees as short-term, sessional staff. Trustees review salaries each year, and when vacancies occur that present a special case for review.

All staff are currently paid at, or above, the London Living Wage (LLW). Occasionally, and in exceptional circumstances which are usually dictated by extremely limited funding being available for a post, pay may fall below the LLW hourly rate. However, it will not fall below legal minimum wage levels. The highest paid employee, the Director, is paid an hourly rate that is less than 3 times the London Living Wage.

Bede has, for many years, contributed to personal pensions for its staff. Since October 2015, we have fulfilled our legal responsibilities by providing an auto-enrolment pension scheme.

4. PUBLIC BENEFIT – BEDE HOUSE ASSOCIATION'S ACHIEVEMENTS AND PERFORMANCE

Approach to Impact Reporting

Members of Bede Council value the integrity of Bede's reputation, and recognise that this is earned by its ability to have a positive impact on the lives of those it sets out to help. Bede's work is very diverse and so measures of change reflect the different needs and circumstances of those who seek to benefit from Bede's services. Members of Bede Council monitor the organisation's impact in a number of ways. Each project has at least one person designated as a "link trustee" who will take a close interest in the project, visit at least once a year, meet beneficiaries of the service and discuss the project's impact with the Manager as well as with the Director. Half yearly reports from all projects are presented to Bede Council which review performance and outcomes against service aims and targets.

Overall Impact

As a community focused, social welfare charity, Bede's impact is assessed on the extent to which it enables positive change, community engagement and new opportunities for those it serves. At Bede's core, in delivery of all its services, is a "local and personalised" service which gives it a flexibility to respond creatively, and for as long as is necessary, to effectively help a person in complex and difficult circumstances. In an increasingly restricted "contract culture" many other organisations struggle to achieve this at local level.

Direct beneficiaries are considered to be those who are clients or service users of Bede's Learning Disabilities, Domestic Violence or Youth services. They are also those who are registered with Bede as volunteers or trainees, who develop new skills, meet new people and have the satisfaction of making a useful contribution which benefits others in their community. Direct beneficiaries are also the staff, and participants of our tenant organisations who benefit from Bede's offices, halls and meeting rooms on a regular basis and who, from a stable and low cost base, can see their activities flourish.

Indirect beneficiaries are those, like family members of clients and service users, whose lives are enriched by the changes they see in the lives of those directly helped by Bede. They are also the people who attend events that are organised by Bede's projects that bring neighbours together to share fun and build a stronger community spirit.

Four major impact themes run through all of Bede's work. They are:

- Alleviating the effects of poverty and increasing education and employment prospects
- Reducing isolation and finding fresh purpose in life
- Improving health and well-being
- Caring for our environment

A summary of examples of key activities and outcomes under each of these impact themes is given on page 4 of this report.

The sections which follow contain detailed information which demonstrates the outputs (such as attendances, number of activities, profiles of those helped) and outcomes (results of our involvement in individuals' lives and in collective activity) for our different projects and for Bede as a whole.

Bede's Engagement in the Local Community

Bede's aim is to bring people together from different circumstances and backgrounds to build strong local communities that enable people to flourish. This was a key principle in Bede's foundation as part of the Settlement Movement and it is as important today as it was in 1938. By creating opportunities for people to meet, work and have fun together, barriers that often divide communities, such as age, race, social class, sexuality, disability, or religion, can be transcended. When this happens, tensions are eased, lives are enriched and the sense of sharing in and contributing to the common good is deepened

Report of the Council

For the year ended 31 March 2018

The London Borough of Southwark, and the neighbourhoods of Bermondsey and Rotherhithe are experiencing rapid change and this presents significant challenges, and opportunities for Bede. Structural and personnel changes in Southwark Council and a range of other key stakeholders has led to extensive work building new relationships and raising awareness of Bede's unique offer. Major housing developments in our neighbourhoods mean that some long established residents and families move away and the new ones who take their place are unfamiliar with what is available at Bede. This has significant implications for our traditional, "word of mouth" systems of promoting our services to those in need. At the same time funding regimes have changed dramatically, with fewer "big" funders available than there were before the 2008 crash. The scale of Bede's budget has not changed significantly but we now rely on developing and sustaining many more relationships with individuals, trusts and programmes which have smaller budgets.

Bede's funding strategy is now based on securing "little packages of support more often" and this, we estimate, involves the management of over 200 different relationships each year. How we manage these relationships to ensure that everyone is equally, and appropriately valued is crucial.

Bede's website continues to be our most important media route of communication, with over 15,000 visits a year. This is the medium by which, after an internet search and desktop assessment, potential clients often find our services and local businesses choose Bede as their charity to support. Our *Friends of Bede* newsletter mailings by email and post go out to 468 *Friends of Bede* supporters.

Bede's role as "host organisation" of the Big Local South Bermondsey Partnership came to an end in October 2017. Bede's two members of staff who were working for the Partnership transferred to a specialist advice organisation, Advising Communities. This arrangement gives the Partnership the specialist support they need to develop their employment training and advice project, Big Local Works, as an independent organisation. Bede continues to work closely with the Partnership in developing opportunities for local people.

The Heritage Lottery Fund awarded Bede a grant in December 2016 to carry out a 2 year study of Millwall Football Club's changing communities and research the history of supporters from diverse ethnic backgrounds.

Millwall's Changing communities: Memories of Football and Neighbourhood in South London has collected oral histories of black Millwall fans and engaged residents in the northern part of Southwark in an exploration of the relationship between football, youth culture and neighbourhood community. An experienced social scientist leads and delivers this project assisted by a team of 12 locally recruited volunteer researchers. The project coincides with an already active partnership between Bede's Learning Disabilities Project and Millwall in fielding a very successful football team for disabled players which plays in the local Special League and tournaments. Young people have worked with ActReal drama group to develop workshops using the material gathered by the project, and key findings have been published on Bede's website. A documentary film will be screened during the "end of project event" at Millwall's home ground, The Den, in November 2018.

Bede's Contribution to the Local Economy of Southwark

17 of the 39 staff employed at Bede in 2017/18 live in Southwark, and nearly all of our 91 volunteers are Southwark residents. Bede has attracted an estimated £302,000, in funding from sources such as Children in Need, City Bridge Trust, Comic Relief, Henry Smith Charity, Heritage Lottery Fund, Laings, and Local Sustainability Fund which are outside of the borough.

Bede engages a number of local contractors and suppliers, for example in maintenance, taxi transport and food supplies, and employees, volunteers and beneficiaries of Bede's projects are regular customers of local shops and cafes. Wherever possible, we will use our resources for local benefit in keeping with our purpose to build strong local communities.

Bede Events

From time to time, Bede organises events to raise its profile, raise funds and bring the community together with our own supporters and beneficiaries. Our AGM, our annual Summer and Christmas Fetes organised by the Learning Disabilities service, and the annual Summer Fun day, organised by our Youth Project are part of our core programme.

Report of the Council

For the year ended 31 March 2018

Each of these events generally attracts over 100 people from all sections of the community. In 2017 we were honoured to be invited to provide refreshments at one of the open afternoons at Lambeth Palace Gardens. Our stalls created volunteer and training opportunities for many of our Learning Disabilities service participants, and our promotion of the afternoon amongst our own networks meant that many local people from Bermondsey and Rotherhithe were among the 645 who visited the Gardens, most of whom were doing so for the first time. It was such a successful afternoon that Bede has been invited back again in 2018

Friends of Bede – individual and Business Supporters

Friends of Bede engages wide community support for Bede's activities and stimulates voluntary and community activity in the neighbourhood amongst individuals and local businesses. Businesses, including Belmond, British Land, Co-op, First (formerly First Protocol), Gowling WLG, Grosvenor, Lloyds bank (SE1 Branch), Periscopix, Printworks, Sainsbury's in Rotherhithe, Stella Coffee and Tea, and Winckworth Sherwood continued to support us in 2017/18. We are very grateful to Team London Bridge for promoting Bede's work to new business partners who value Bede's local focus and significant impact for its relatively small size. By being *Friends of Bede* they are able to contribute to a strong local community in Southwark, and help fulfil their company's wider social ambitions.

Friends of Bede members have taken collection tins in their shops and businesses, run marathons and undertaken challenges to raise funds for Bede, made personal donations and provided pro-bono expertise. They have also volunteered to run Bede stalls at large community events and festivals. A total of 468 individuals were registered and active with *Friends of Bede* by March 31, 2018, (up from 434 in March 2017).

Bede's Patrons, former Bermondsey and Old Southwark MP, Sir Simon Hughes and former Mayor of Southwark Cllr Sunil Chopra, have been busy promoting Bede within their networks and helping Bede's capital fundraising appeal to raise £1.2million to buy the lease and equip the New Bede Centre when it opens in 2021.

Bede – A Resource for the Community

Bede House and Bede Centre continue to be important resources for small local community organisations. Siblings Together's small staff team operate from an office at Bede House, providing residential camps and activity days for children in care who are separated from their brothers and sisters. Tower Christian Centre's congregation of between 60 and 100 worshippers meets every Sunday and on some other evenings at Bede Centre. Aikido Alive UK meets at Bede Centre on Saturday mornings and Monday evenings and the Bede Centre hall is regularly used by Southwark Council to consult local residents on the redevelopment of the Abbeyfield Estate.

It is estimated that there are, on average, around 450 visits a week for activities and meetings at Bede House and Bede Centre and more than 60 a week by Bede staff and volunteers at other locations in the community.

Following a reorganisation at Time and Talents, our finance team completed their contract in March 2018 to provide financial services to this nearby charity. The two charities continue to work closely together, especially with regard to the welfare of local elderly people. Bede continues to provide a payroll service to Time and Talents.

Volunteers, Students and Clare College Cambridge Graduate Placements

Bede is a major provider of volunteering and training opportunities in Southwark, offering well planned and supported roles through which people can get involved in the local community, contribute their skills and talents, and develop their own knowledge and capabilities. This is a key element in Bede fulfilling its purpose to bring people of different backgrounds, skills and experiences together to build strong, local communities that enable people to flourish.

Our volunteer and training opportunities are particularly focused on creating new opportunities for those who are disadvantaged, through disability, low incomes, ill-health or other circumstances, to enhance their prospects and the quality of their lives, and of those close to them.

Bede's Learning Disabilities service runs three programmes offering volunteering, work experience and support into employment for its service users. The Inside Outside project, Bede Independent Travel Training (BITT) project and volunteering in the community activities are described in detail in the Learning Disability Services section.

Report of the Council

For the year ended 31 March 2018

The Youth Adventure Project hosted the Rank Foundation's "Gapper" trainee youth work programme from January 2012 until it came to an end in 2016. Five young people (four of whom are former members of Bede's youth clubs) benefitted from this programme and two are now employed as qualified Youth Workers at Bede. Several former youth club members have been regular volunteers helping at Bede events and with the younger club members. One has become the Youth Project's latest trainee, funded by Southwark's Employment and Enterprise Development Scheme and a charitable donation from the Your Turn initiative.

Bede has had 13 voluntary Council members who've served throughout the year. Members of *Friends of Bede* and employees of companies who have chosen to support Bede have volunteered to help with fundraising activities and social events involving the local community.

Members of the Council are grateful to Clare College Cambridge's Clare and Bermondsey Trust and Oley Trust for sponsoring post graduate placements at Bede. One is scheduled to begin in our Learning Disabilities Project in August 2018 and a further placement is planned for 2019.

One person can have a number of different roles in Bede's activities. For example, an Inside Outside volunteer may also volunteer in the Bede Café, be a *Friend of Bede*, be active on their own housing estate, and be helped to find a paid job. Overall at least 91 people (70 in 2016/17) have been involved at Bede as volunteers or as student placements. Assuming that each volunteer contributes an estimated 3 hours a week for an average of six months, this gives a total of 7,098 volunteer hours contributed this year. The Inside Outside project supporting volunteers who have learning disabilities visit local elderly and housebound neighbours alone contributed 1,514 volunteering hours to this overall estimated total. If each hour is valued at the London Living Wage of £10.20 an hour, the monetary value of the volunteering that Bede supports is the equivalent of £72,399.

Environmental Sustainability

Bede is active in improving our local environment, managing the Aspinden Nature Garden, growing vegetables on our allotment in Southwark Park, helping elderly neighbours to look after their gardens, and bringing local young people into the countryside to experience life outside the city. Bede also recycles its waste as much as possible, uses second hand furniture and equipment as appropriate, and regularly reviews ways to reduce our energy use and costs. The new Bede Centre is being designed to be as environmentally sustainable as possible.

Learning Disabilities Services – Enabling Disabled People to be Respected, Valued and Active

Bede's Learning Disabilities services aim to enable people aged 18 and over who have a learning disability to be valued, respected and active in our community. To achieve this, we provide education, training, social, sporting, work and volunteering opportunities, plus practical, emotional and social support that enable those who come to Bede to flourish.

There are an estimated 5,740 people in Southwark with learning disabilities of whom about 1,230 (21%) have moderate or severe learning disabilities. Public Health England, in 2013, estimated that the number of people in the borough with learning disabilities will increase to 7,000 by 2030. Learning Disabilities are defined as disabilities which, since childhood, have significantly reduced an individual's ability to understand new or complex information, learn new skills or to cope independently. Many who participate in Bede's Learning Disabilities (LD) services have other conditions, such as autism, Downs Syndrome, severe speech, hearing and communication difficulties and physical disabilities. As a result they are amongst the most vulnerable and marginalised people in our community. In 2017/18, 99 individuals attended our LD services (74 in 2016/17), 62 of whom were funded through personal budgets from statutory sources (one person was funded by their family) to receive a full programme of support. Charitable and statutory grants and donations enabled us to provide limited help to those whose disabilities did not meet the threshold to qualify for a personal budget yet still needed Bede's support to manage the challenges of everyday life on a low income.

Our Learning Disabilities service aims to provide a rich spectrum of opportunities to attract and engage people with a wide range of needs, interests and abilities. Some participants require constant one to one (and occasionally two to one) attention, whilst others have the potential to find paid employment. Most share the aspirations of everyone else in our community – to find a job, to have a happy home, and to have friendships that are close and genuine. By coming to Bede, a person will develop socially, they will learn new skills, and they will have opportunities to play their part in the community

Report of the Council

For the year ended 31 March 2018

To enable participants to be valued, active and respected, we have:

- **Individual training, education and guidance on personal skills** such as travelling independently, sex and relationships, handling money and budgeting, looking after your personal appearance, behaving appropriately and meeting your responsibilities
- **A weekly timetable that offers a choice of 33 activity sessions a week** - at least three different activities each morning and afternoon that include art, music, dance, drama or sport. We work closely with Millwall Football Club who provide qualified sports coaches, Create dance and drama company (who this year led eight workshops for our participants and for children from a local primary school to make a piece of artwork to display in Southwark Park) and we visit Surrey Docks Farm each week to help look after the animals. There are regular events, such as days out to the seaside or boat-trips on the river, Christmas and Summer Fairs, parties and special celebrations which bring everyone together with volunteers and members of the local community, to have fun and enjoy each other's company. 71 such events happened last year – more than one each week.
- **The Bede Café** where participants plan the weekly lunch menu, prepare, cook, and serve meals for an average of 35 people a day, wash up and clean the kitchen and café afterwards. 19 participants volunteered to work in the café this year, learning valuable skills that enable them to become more independent, and more confident about what they can do in the community. The café also provides more general opportunities to try out cooking skills, and our annual Baking Day involves over 25 participants across the full spectrum of abilities.
- **The Bede Allotment** where teams of five or six participants at a time learn to grow vegetables on their own small plots of land on the edge of Southwark Park. Guided by skilled and experienced Bede staff and volunteers, participants have the satisfaction of seeing their work come to fruition. Our Harvest Festival is a very proud day, and the produce is either taken home to eat, or cooked in the Bede Café as part of the celebrations.
- **The Bede Inside Outside Project** was awarded the Queen's Award for Voluntary Service (the equivalent of an MBE) in 2008 for its innovative approach to enabling volunteers who have a learning disability and local housebound and elderly residents to help and support each other. Participants from Bede are matched with local residents who need help with day to day tasks they can't do themselves. Bede staff support them to visit the resident's home and do what's needed, such as gardening, cleaning windows and cupboards, shopping, laundry or hanging curtains. The social occasion is as important as completing the job, with both householder and volunteer knowing that they are giving, as well as receiving something valuable – skills learnt, a job well done, and good companionship. 58 elderly or housebound local residents welcomed 27 Bede Inside Outside volunteers who contributed 1,514 volunteer hours during the year. Elderly neighbours who love dogs, but who can no longer look after one themselves, can ask for our friendly, trusted "Helping Hound" Hapus to be in the team who visits them. The therapeutic benefits of caring for animals are well documented, and volunteers and householders clearly enjoy their interactions with our friendly hound.
- **The Social Club** is open to all, especially those who are not funded for a daytime place at Bede. Meeting once a week, from 3pm to 5pm every Tuesday, attendance has grown from 19 to 28 clients, all of whom pay £3 per session. Qualifying for statutory funding for a daytime placement at Bede is becoming more difficult, and those excluded are at greater risk of isolation. The Social Club is a simple, low cost way of keeping in touch with friends, and with Bede. Staff are able to monitor how clients are coping and, if there are problems, basic help can be offered.
- **The Bede Independent Travel Training (BITT) project** trains people who have a mild learning disability to support more disabled people to travel on public transport to and from Bede. The scheme was piloted in 2017, and the first trained Travel Buddy was employed by Bede in October 2017. This was the first paid job she had ever had – demonstrating how the scheme benefits all concerned. Paying for a Travel Buddy is cheaper than taxi fares, travelling on public transport boosts a client's confidence, and it creates paid employment for people who have been excluded from the job market. Three clients have been supported by the Travel Buddy this year and it is hoped to expand the scheme in 2018. The scheme is already proving popular with carers. One wrote this: *"It has added aspects to the life of A, my 65-year old sister in law with severe learning disability, that are worth sharing. From almost every angle and perspective, there is no down side. A feels more integrated and immersed in society. I really cannot emphasise how much this has added to the quality of A's life. The related*

Report of the Council

For the year ended 31 March 2018

cost of getting A to and from the Bede for her 4 days-a-week day care have fallen vs individual taxi journeys, so we are also saving money in a sharply hard-hit social care funding environment. And above all, the entire process, from start to finish, is totally focussed around the safety of the client. I'm pretty certain anyone reading this summary will see what a fabulous initiative this can be for suitable learning disabled adults. It replaces the daily tedium and cost of a Minicab with a real life interaction and involvement with society as a whole. Feeling inclusive, not excluded. It also improves the predictability of A's collection and return to her home, which is great for all of us."

A learning disability is a life-long condition, and many of those who come to Bede do so for many years. In 2017/18, 10 of our 99 participants were aged 25 or under. Bede's ambition is to provide a flexible service that offers stability, whilst also offering opportunities to be challenged and to grow in responsibility and independence. In that sense, Bede seeks to reflect the very best qualities of a successful community, where a strong sense of belonging is the platform for hope and opportunity for the future. The fact that Bede continues to be highly respected and popular with those who have a learning disability, and with their carers and social workers, is evidence of the success of this approach.

The pressures on Southwark Council's budget for Learning Disabilities services continue to be severe. 2017/18 saw intense negotiations around each client's services, with client reviews taking place each month. We take whatever opportunities present themselves to diversify the Bede LD service's funding base but donations and grants from charitable sources are time-limited and do not offer a long term, sustainable method of funding innovative, high quality opportunities for people who have a learning disability. The alternative to a placement at Bede is often to stay at home (thereby limiting a carer's ability to go out to work themselves as well as restricting a client's ability to be active in the community), or to engage a visiting care worker to escort a person to public facilities like libraries, museums or the park. Bede staff and trustees are monitoring developments closely, and working with colleagues in Southwark Council and across our network of funders to ensure the service continues to be sustainable.

Bede Starfish Domestic Violence Project: Freedom from Fear and Breaking the Cycle of Violence

Bede's Starfish Domestic Violence Project aims to help women and men who experience domestic abuse to live more safely, and to break the cycle of violence for good. Starfish is a small project of just two caseworkers, a project support worker, a part-time counsellor and a trainee counsellor. We therefore focus our limited resources on helping clients who are in complex circumstances, for example due to a mental health issue, having no recourse to public funds or facing surveillance and restrictions in their freedom of movement by their abuser. The vast majority (98%) of clients are female, nearly all of whom are either pregnant or have children under the age of 4. However, this year we have helped 3 male clients experiencing abuse in a same sex, or a heterosexual relationship. In 2017/18 we worked with 140 new clients plus 24 whom we continued to work with from the previous year. This makes a total of 164 clients worked with this year – a reduction on the 229 clients worked with in 2016/17 which is due to funding uncertainty and, as a result, reduced staff capacity for part of the year. Nearly half (47%) of clients had suffered abuse for over 5 years, of whom 39 (28%) of our new clients had been suffering abuse for ten or more years. More than one third (36%) were self-referrals or introduced to Bede by a friend, with 26% coming from the police, 15% from social services and 10% from education bodies. 209 of our clients' children under the age of 16 directly benefitted as a result of the help their parents received to live more safely.

Our approach involves two methods of working. The first is detailed one to one work which assesses the risk a client is facing. The nationally recognised Safer Lives DASH risk assessment is used. Last year 54% of clients were assessed as being at high risk of harm, and 42% at medium risk. Only 4% were found to be at low risk. The assessment also explores the complicating factors, such as a diagnosed mental health condition, unsafe housing, or immigration issues and having no recourse to public funds. A safety plan is made and suitable strategies, chosen from a range of over 60 short, medium and long term options, are discussed to make the client's life safer. This includes referral to the solicitor who visits Bede on a fortnightly basis, and to our counsellor who, over the course of up to 12 sessions, is able to work with underlying issues, such as anxiety, depression or panic attacks, stemming from many years of fear and abuse. A unique feature of Bede's service is that it is open-ended – staff will work with clients for as long as is necessary – and it is proactive in working alongside the client to address the complex issues that undermine their safety. This often involves accompanying them to court hearings, and meetings with social service and housing officers.

Report of the Council

For the year ended 31 March 2018

The second method is group education and peer support. Once the immediate crisis has been addressed, a client may be referred to Bede's Freedom Programme. This draws on tried and tested research into domestic violence and abuse in intimate relationships to enable clients to reflect on their own experience and challenge some of their own attitudes and behaviours which make them vulnerable to further abusive relationships in the future. This is a highly structured 16 week nationally recognised course, led by trained Bede staff, and attended by an average of 18 women each week, which also draws on the wisdom and experience of the participants. This can be extremely influential and help women make difficult decisions about changes they need to make in order to protect their own safety and that of their children.

The effectiveness of the Bede Starfish Project is clearly evident. When a client is ready to have their case closed, a second risk assessment is made, against which the original Safer Lives DASH risk assessment is compared. Surveys of clients whose cases are closed consistently record that around 90% are significantly safer after working with Bede. Alongside this, reports by external agencies, such as social services, or mental health workers, evidence tangible improvements in clients' safety and wellbeing. For example, in 2017/18, 28 (20%) of our new clients came to Bede with children on the Child Protection Register. This meant they were at risk of having their children taken into care. Our previous experience indicates that, with Bede's help, many will reduce the risks their children face, and care proceedings will be avoided.

Southwark Council's statutory funded domestic violence services are delivered by Solace, who support a high volume of clients. Bede's Starfish Project works alongside this to serve those whose needs are not easily met by the contracted service. The following case study illustrates how this works in practice:

Ms X, a young woman who had a learning disability, was referred to Bede by Solace after their allocated 12 weeks of support came to an end. Ms X had suffered 15 years of violent physical, sexual and psychological abuse from her partner who was named by authorities as her carer. Her abuser used this position to control every aspect of Ms X's life. Ms X was prevented from engaging with her family or culture and attending medical appointments; she was regularly locked in her abuser's flat for days at a time without food. Ms X's benefits were paid directly into the abuser's account and he even changed her name by deed poll. The abuse led to Ms X developing severe post-traumatic stress disorder (PTSD) and depression. When Bede's Starfish DV worker first met her, Ms X, was a selective mute, unable to maintain eye contact. Working with Bede's Learning Disabilities service, the worker developed specialist support plans and flashcards for non-verbal communication. Ms X's abuser was manipulating professionals who were trying to safeguard Ms X, so Bede's worker delivered specialist DV training to teams from social services and supported living involved in the case. Bede supported Ms X to leave the relationship, make statements and find support to improve her mental health and wellbeing. Ms X is now living full-time in supported living, where she is, for the first time, making all her own decisions. She has found her voice, has her own bank account and recently learnt to travel independently.

Bede's work relies on charitable grants and donations. Three year funding from City Bridge Trust, Comic Relief, and Henry Smith Trust expired in 2017/18 and it has been a challenge to renew them or find alternative funding. Happily, Charles Hayward Foundation and Henry Smith Charity have both agreed new three year grants, which, together with recent awards from Mercers and United St Saviour's Charity, have secured the Bede Starfish DV Project's immediate future. Fundraising is an ongoing process and the focus is on ensuring that the current, extremely successful core service continues. Any question of expansion (for example by increasing the number of group programmes we run to meet the very high demand we experience) has to first secure a reliable source of funding.

Although not funded by Southwark Council, the Bede Starfish DV Project is an integral part of the social welfare and community safety provision in the borough. Bede's Starfish Domestic Violence Project Manager, Ahlam Laabori, is Co-Chair of Southwark's Violence Against Women and Girls (VAWG) Forum, and attends the MARAC Steering Group. The Project also works very closely with the Police, and in July 2016 began weekly sessions at the Community Safety Unit. Bede's work is highly valued. In June 2017, two caseworkers, Nicole Hooper and Georgina Collie (who was our Clare College sponsored worker in 2015/16) received the Southwark Police Borough Commander's Commendation for an exceptional piece of casework that brought a violent DV perpetrator to justice. It is very rare for civilians to receive such an honour.

Youth Adventure Project – Helping Young People Overcome Challenges and Flourish

Growing up in Bermondsey and Rotherhithe can be tough, with many families experiencing financial hardship and other pressures. The 2015 Index for Multiple Deprivation for England identified some neighbourhoods close to Bede as being

Report of the Council

For the year ended 31 March 2018

amongst the 10% most deprived in England. Public Health England's March 2016 report on Child Health in Southwark notes that child poverty in the borough is worse than the England average, with over 27% of children aged under 16 living in poverty. The figure is higher for the parliamentary constituency of Bermondsey and Old Southwark, within which Bede is located. The Campaign to End Child Poverty's 2018 report identifies that, after housing costs are taken into account, over 38% of children under 16 in our parliamentary constituency are living in poverty. Gang culture on the housing estates is strong, access to drugs is easy, and the chances of getting into trouble with the authorities are very high. Bede has been working with the London Mayor's Social Kitchen to address "Holiday Hunger" when young people who rely on free school meals are often at risk of not eating well enough during the school holidays. A recent survey (October 2017) of 45 regular youth club members identified 78% as coming from homes relying on social security benefits, and 31% as having had recourse to Food Banks. Half were known to social services, and 42% had been excluded from school at some time in the last 5 years. 32% had been in some form of trouble with police. For many young people their horizons are limited to what they experience on their estates and in their homes. Low incomes or seemingly uninterested parents (who are often struggling with their own personal problems) can make growing up, and making wise choices in life, extremely difficult.

The Youth Adventure Project achieves its aims through a programme of evening clubs, detached youth work on local estates, residential stays, day trips and activities during school holidays, and providing awareness raising sessions in schools about "dating violence" in teenage relationships. It also provides practical and emotional help to young people at times of difficulty at home, at school, or with gang related issues. The Youth Club has a music studio and a bike repair workshop, both of which are very popular, and has developed volunteering and youth work training opportunities for those in their late teens and early 20s.

We worked with 369 individual young people in 2017/18 (397 in 2016/17). Of these, 209 were attending the project's sessions in schools, with active membership of our youth clubs and detached youth sessions accounting for 160 individuals (149 in 2016/17). The total number of attendances at all of Bede Youth Adventure Project's activities was 2,087 (2,116 attendances in 2016/17). Attendance at Bede is entirely voluntary, so, in deciding whether or not Bede meets their needs, young people "vote with their feet". It is therefore significant that 47% of those attending Bede's Youth Clubs and school holiday programmes attended 10 or more sessions. Of these, 37 young people attended 20 or more sessions, and 10 young people attended 40 or more sessions. The service is officially open for 44 weeks during the year, and many informal contacts, in person or over the phone, are not recorded. These statistics demonstrate the high degree of commitment made by a significant number of young people who attend Bede.

The weekly programmes, planned by participants themselves, involve a mixture of club based activity and off site sessions where the project's two minibuses are well used. Day time programmes run during Easter, half term and summer holidays and the summer residentials, usually at an adventure activity centre in the countryside, are landmark moments in the year, and in young people's lives. Adventure residentials are a crucial part of Bede's programme. They take young people out of their normal environments and, through exciting and physically demanding challenges, give them the opportunity to act differently and discover new skills and qualities they did not know they had. The prospect of an adventure residential is a considerable incentive, motivating those who often have low expectations of themselves, and they are a key ingredient in Bede's success. In 2017, we took a group of 12 young people to Newquay where they learnt to surf. For two young men, it was their first chance to swim in the sea.

Developing volunteering, training and employment opportunities continues to be an important part of what Bede does for Club members over 16. Several of our former members, who are now at University or College, have come back to help us as volunteers. Two former Bede Youth Club members completed NVQ Level 3 Youth Work training at Bede and are now Bede employees. Another former Bede Club member started her Youth Work apprenticeship in February 2018 funded by Southwark's Employment and Enterprise Development Scheme (SEEDS 2) and the Your Turn Initiative. Day-time "job search" sessions are very popular, when those who are no longer at school drop into the youth club to use the IT facilities and receive informal help with CVs and application forms.

Since 2010, the team have been using their youth work skills to deliver Safe Healthy and Equal Relationships (SHER) programmes to schools. These aim to raise young people's awareness of patterns of violence and abuse in intimate relationships, and to challenge attitudes amongst teenagers that these might be acceptable or even normal. In 2017/18, the programme was delivered to Harris Girls Academy, East Dulwich and involved 188 year 9 and year 10 students. The

Report of the Council

For the year ended 31 March 2018

programme was also delivered to 21 young people attending the Bede Youth Clubs. At the start of each programme, participants completed a questionnaire and 77% felt that they knew enough about building a healthy relationship. When asked again after the second workshop, over 92% said that they had increased their awareness of what constitutes a healthy relationship and recognised signs of unhealthy relationships. Given how early patterns of abuse can develop in relationships that can then lead to the levels of domestic violence seen by our Starfish team, this is important “early intervention” work. Funding from Southwark Council has been approved for further sessions in 2018/19

In addition to the planned programmes, Bede’s youth work team helps young club members, or former members, if they face a difficult time such as unemployment, becoming a young parent or becoming homeless. The team are also involved when a club member is in a safeguarding or child protection situation, is at risk of dropping out of, or being excluded from school, or when mediation is possible in conflicts between rival gangs. We are receiving an increasing number of requests, from young people and schools, to help when young people we know are excluded, or are at risk of being excluded from school. We worked with 10 young people last year (up from 5 in 2016/17) and our success in helping them improve their behaviour and achievement by addressing underlying issues encourages us to seek funding to expand this part of our service. This case study demonstrates what can be achieved: *When he was in year 6 of primary school, C was well liked by teachers and pupils. He was discovered to have Dyslexia, but little support was given to him and he went to secondary school with poor reading and writing skills. There, he struggled to keep up. He felt embarrassed by his teachers and bullied by his peers. He began to openly challenge teachers so that he’d be put into the isolation room away from the bullies. C told us about this and asked us to talk to the school. We set up a meeting with his teacher, and we agreed a plan with C. We arranged for a volunteer to work with him to practice reading and writing during youth club sessions. We are also supporting his mum, who is a lone parent with four other children. C is gradually improving and feeling better about this reading and writing and he continues to be a most reliable and enthusiastic member of the Bede Youth Club.*

Each year, at least half of the project’s funding has to be raised from new applications. Major grants from Alan and Babette Sainsbury, Capital Group, Charterhouse in Southwark, Children in Need, Laings and Southwark Youth Service provide the core income. Numerous smaller grants and donations from trusts, individuals, businesses and local shops raised throughout the year eventually enable income to match expenditure. The prospect of brand new Youth Club facilities becoming available when the new Bede Centre opens in 2021 will strengthen our case for future support for Bede to continue its important work with the next generation of young people.

Premises and Infrastructure

Bede House Association owns the freehold of Bede House, 351 Southwark Park Road, SE16 2JW and has a 60 year lease (expiring in September 2030) on Bede Centre, Abbeyfield Road, SE16 2BS. These two buildings accommodate Bede’s projects and staff, and a large proportion of its activities.

In 2012, Southwark Council completed its assessment of the options for redeveloping the Maydew House tower block which is located right beside the Bede Centre. In 2013, Southwark’s development team approached Bede to discuss the feasibility of relocating our activities to a new, purpose built Centre for Bede elsewhere on the Abbeyfield Estate, thus freeing up the existing Bede Centre site for redevelopment as housing. In July 2014, Southwark Council approved a proposal to include a new Centre for Bede in a £24.2million redevelopment of the Maydew House tower block and surrounding area which included the re-provision of the Bede Centre. In 2016/17 we contributed to detailed discussions over the design of the new Bede Centre and Planning Consent was granted in June 2018. We have also agreed with Southwark Council the terms of a 125 year lease in return for a capital payment of £900,000 with only a peppercorn rent to pay thereafter. This was a crucial agreement, as it significantly reduces Bede’s future running costs and protects the organisation’s long term sustainability. Preliminary work on Maydew House is underway and the latest assessment is that construction work should begin on site in 2019. We are therefore expecting to move to the new Bede Centre in 2021. Once we have moved, the old Bede Centre will be demolished and Southwark Council will build new Council housing on the site. We are currently approaching major capital grant makers to raise the £1.2million we estimate we will need to secure the 125 year lease, equip the new Centre, and meet the costs of managing the whole transition project. We have been encouraged by the interest they are showing in the scheme and a number of donations have been made already by supporters.

Bede House Association has an agreement with Southwark Council to manage, in partnership with local residents and Southwark Council, the Nature Garden on Aspinden Road, SE16 for the benefit of the local community. This has been an extremely successful arrangement, with the Garden providing a well maintained haven for wild life and a place of quiet reflection for trusted visitors all at a very modest cost.

Funding infrastructure costs, such as premises, IT, finance, fundraising, communications, insurance and HR, is difficult as, understandably, funders and supporters want to see their resources directly benefitting those who come to Bede for help. However, as a small charity, Bede is able to work very efficiently, with administrative and managerial staff carrying a portfolio of infrastructure duties and all staff having routine contact with those who use Bede's services. Thus, all staff contribute to the welcome service users receive and have a direct influence on Bede's effectiveness as a community charity.

Bede won £60,650 from the Local Sustainability Fund to improve its impact data collection and marketing across the organisation in 2016/17 and to introduce a suitable database system. The Lamplight Complete Database for Charities system was chosen and installed by March 2017. Staff are becoming increasingly familiar with the new technology, and the funding has helped us improve evidence collection and impact reporting to a range of different audiences.

5. FINANCIAL REVIEW

Summary of Financial Results

Income of £1,094,012 from continuing operations has decreased by £164,065 (down from £1,258,078 in 2016/17). Income less expenditure from continuing operations resulted in a deficit of £12,756 compared to a surplus of £72,393 in the prior year.

Our net asset position remains positive. This indicates that Bede continues to be robust despite the challenges in securing funds from statutory and charitable sources.

In 2017/18, our large source of income from Southwark Council and other statutory sources has reduced by 8% in response to this changing landscape. Bede's strategy is to diversify our funding base and reduce our reliance on statutory funding. This is described in more detail in the following section.

The management team has also actively sought cost management initiatives to stretch the income we receive even further. This has included reviews of our staffing requirements across the organisation after restructuring a number of services in 2016/17.

Fundraising Activities

The economic crisis that began in 2008 prompted substantial funding cuts to local authorities, and Southwark Council has been particularly badly hit. The vast majority of Bede's income in 2011/12 (approximately 81%) came through grants, small contracts and Service Level Agreements ("SLAs") from statutory sources. As a locally focused organisation, most of Bede's statutory income came through various departments of the London Borough of Southwark, plus some other social care and statutory organisations. This included spot contracts for Learning Disabilities Service users which are classified under "charges to service users" in the accounts. However, from April 2012, with the loss of Southwark Council funding for our domestic violence work and other cuts that have now been implemented, Bede's income from Southwark and other statutory sources reduced significantly from 81% in 2011/12 to 57% 2016/17. In 2017/18 this increased to 60%. Nearly all of the statutory funding, representing 53% of Bede's total income in 2017/18 (46% in 2016/17) was through charges to users of the Learning Disabilities service paid for by personalised budgets funded by the local authority. Cuts to Southwark's budget are set to continue, and gives considerable cause for concern for all of Bede's activities.

In response to this changing landscape, Bede's strategy is to diversify our funding base and reduce our reliance on statutory funding. We normally have to raise about one third of Bede's income each year, and our fundraising strategy for this includes a mix of charitable trusts, statutory funders, personal initiatives from individual supporters and businesses, and generating income from letting our buildings. In 2017/18, Bede had over 181 separate funders and

Report of the Council

For the year ended 31 March 2018

regular donors, with many more occasional donors. We estimate that, in 2017/18, we were managing over 200 different funding relationships – a marked difference to 2008, where programmes such as Sure Start and Neighbourhood Renewal, alongside several Southwark Council departments required the management of perhaps just a dozen or so main funding relationships. The advantage of this very diverse, indeed fragmented, funding base is that the risk is spread across more, and usually smaller income units. The challenge is to ensure each of these relationships are managed well and appropriately.

Trustees are aware that the shift in Bede's income away from statutory sources means that we are increasingly reliant on charitable donations from trusts and from members of the public. This brings its own requirements to safeguard best practice, and Bede is registered with the Fundraising Regulator which sets expectations and standards.

In 2017/18 4.55% (4.6% in 2016/17) of income was earned through user fees, bank interest, hire of Bede's facilities and other services. 37% (45% in 2016/17) came through grants from major charitable trusts, the Big Local, personal, business and small trust donations.

Bede received £93,210 of donated income in 2017/18, approximately 9% of our total income. *Friends of Bede* fundraising, for example through sponsored marathons and sporting activities, social events, personal donations and recommendations to businesses and small charitable trusts is an increasingly important element of Bede's income and this is managed through our small central admin team.

Bede engages a self employed fundraiser who works from home in Bristol to research and prepare monthly mailings to small charitable trusts and foundations with criteria that match the different client groups that Bede serves. We limit our email and postal mailing appeals to our 468 *Friends of Bede* supporters to three a year, plus news updates of events and activities that they might like to participate in. Our emails contain the invitation to unsubscribe at any time, and we respond promptly to any requests to be removed from our mailing lists. We do not use telephone appeals, nor do we share our mailing lists with any third party. Because we are a small local charity, we know many of our individual donors personally and keep in mind how communications from us might be received. We ask for feedback whenever the opportunity arises and ensured that we are compliant with new GDPR legislation that came into effect in 2018.

Trustees and staff try to maximise the benefit they can deliver to the community within the following constraints:

- Matching activity to level of funding available to achieve a balanced budget, with a minimal surplus or deficit
- Ensuring that Bede maintains its service commitments and managerial control
- Operating within Bede's aims and objectives.

Bede's fundraising activity reflects the profile of the organisation's income. The Principal Officer and managers have as part of their core job descriptions the negotiation, renewal and accounting for the contracts and SLAs for services that Bede provides, as well as applying to charitable trusts and managing relationships with supporters and donors. Progress on the annual fundraising strategy is reported to trustees at every Finance Sub Committee and full Bede Council meeting.

The end of year deficit at March 2018 of just £12,756 (compared to a surplus of £72,393 in 2016/17) indicates that Bede continues to be robust despite the challenges in securing funds from statutory and charitable sources.

Review of transactions and financial position of Bede House

Net incoming resources for year

Income of £1,094,012 from continuing operations has decreased by £164,065 (down from £1,258,076 in 2016/17). Income less expenditure from continuing operations resulted in a deficit of £12,756 compared to a surplus of £72,393 in the prior year.

Fixed asset movements

There were no fixed asset additions, revaluations or disposals during the year.

Report of the Council

For the year ended 31 March 2018

Cash

The total of cash balances (held at bank and as petty cash) increased from £574,517 at 31 March 2017 to £596,496 at 31 March 2018. This increase was caused by a reduction in trade debtors. A significant portion of the cash available continues to be invested in a deposit fund with the Charities Official Investment Fund to achieve a higher interest yield.

Policy on selection of investments

Bede House Association selects investments based on the guidance contained in the Trustee Act 2000. To date this has involved maintaining the following investments in a deposit account with a bank that explicitly states that the account is managed to achieve the objectives of the Trustee Act 2000.

Reserves and Reserves Policy

Bede House Association retains reserves, referred to in the financial statements as the General Fund, the Designated Fund, the Restricted Fund and the Property Fund. The reserves are retained to ensure that should Bede House lose substantially all of its funding it could continue to pursue its objectives for a limited period of at least one month. These reserves also provide the organisation's cash flow capacity given our low level of cash balances at bank and at hand, and the uncertain and fixed term funding climate within which Bede House Association operates. The trustees' policy is that the General Fund is between one and three months of projected expenditure.

The projected expenditure for 2018/19 is £1,333,685, which means that at the lower end of the policy the reserves should not fall below £111,140 and at the higher end of the policy, the reserves should not exceed £444,562. The General reserves at 31st March 2018 stand at £208,545 which is within the general reserves policy.

Restricted funds (see Note 16a)

Restricted funds comprise the unexpended balances of donations and grants held on trust to be applied for specific purposes. These unexpended restricted fund balances are carried forward with the approval of the funders for spending in 2018/19.

During the year 2017/18 there was a decrease in restricted funds of £12,317.

The surpluses and deficits have been accumulated over the years resulting in a total balance on restricted funds at 31st March 2018 of £4,516 which will be spent in 2018/19

The Property Fund

The Property Fund equals the historical cost of Bede House of £11,500. The property was revalued in February 2016 at £205,000 by Hindwoods Hunter Payne, Chartered Surveyors. The Revaluation reserve of £178,460 represents the difference between the market value, after depreciation, of Bede House and its historical cost. Similarly, the Fixed Asset Fund represents the net book value of the fixed assets recognised in the Balance Sheet. At 31 March 2018, this fund holds £12,920. As the Council currently consider the building and the fixed assets as functional assets which enable the charity to operate, it is appropriate to set aside these funds as not available for general use.

Designated funds (see Note 16a)

Designated funds are those set aside from the General Fund for particular purposes. The Council designates any unrestricted surplus generated by the individual projects into separate project designated funds, to be utilised if the projects do not manage to achieve a balanced budget in the year and to underwrite their annual fundraising strategy.

The Maintaining Bede's Premises Fund is set aside for major repairs and premises development. It has been maintained at £90,000 at 31st March, 2018.

Report of the Council

For the year ended 31 March 2018

General Fund

The reserves associated with individual projects comprise the balance held on the restricted reserve and the balance accumulated in the designated reserve, as described above. These project balances enable Bede House to manage the transition between different funding sources as well as possible redundancy and closure costs.

However, Bede House also retains general reserves, referred to in the financial statements as the General Fund. The uncertain fixed term, project based funding climate within which Bede operates requires at least this level of reserve to protect cash flow and retain capacity during periods between funding sources coming to an end and new ones being secured. Funding is typically paid quarterly in arrears, with procedural delays frequently occurring. A strong reserve base to protect cash flow is therefore essential for the organisation's survival.

The balance on the General Fund after all relevant costs have been appropriately allocated to the projects is £208,545 (March 2017: £208,176). This represents just over 2.3 months of 2017/18 expenditure.

The governance costs of the charity for the year totalled £26,900 (2017: £26,863). This represents 2.26% of income.

Free Reserves

The Bede House free reserves were the same as the balance on the General Fund of £208,545 excluding investments (March 2017: £208,770).

Future commitments

Bede House has sufficient assets in place to cover its current plans and has not undertaken any significant future financial commitments. No commitments are made without sufficient resources being in place to cover such expenditure.

6. PLANS FOR FUTURE PERIODS

Bede will continue to pursue its stated aims, within a stable, yet flexible organisation, which is able to adapt to its environment over the decades to come. Our detailed programme of activities will be planned and monitored through our annual planning process, which is overseen by Bede's Council. Major themes for the period to March 2019 include:

- Maintaining Bede's position as a leading provider of highly effective and respected local services
- Continue to develop a sustainable and diversified revenue income base, and progressing the £1.2million capital appeal for the new Bede Centre
- Strengthening Bede's administrative and IT capacity to serve growing numbers of volunteers, supporters, service users
- Communicating Bede's projects to continue to attract service users and communicating the impact of our work.
- Working closely with Southwark Council's development team on the construction of the new Centre for Bede as part of the refurbishment of Maydew House.
- Celebrating the 80th anniversary of the foundation of Bede House Association in 1938.

STATEMENT OF RESPONSIBILITIES OF THE COUNCIL OF BEDE HOUSE ASSOCIATION

Company law requires the Council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the members of the Council are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;

Report of the Council

For the year ended 31 March 2018

- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Council are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as each of the Council members are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware; and
- The Council members have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Council are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Sayer Vincent LLP were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

The report of the Council has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

On behalf of the Council

.....
C McGRATH N PANESAR

.....
Date

27 September 2018

Independent auditors' report

To the members of

Bede House Association

Independent auditor's report to the members of Bede House Association

Opinion

We have audited the financial statements of Bede House Association (the 'charitable company') for the year ended 31 March 2018 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 2018 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
- Have been prepared in accordance with the requirements of the Companies Act 2006

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report, for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

Independent auditors' report

To the members of

Bede House Association

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which 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 trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

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 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 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.

Joanna Pittman (Senior statutory auditor)

4 October 2018

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2018

		Unrestricted	Restricted	2018 Total	Unrestricted	Restricted	2017 Total
	Note	£	£	£	£	£	£
Income from:							
Donations and legacies	2	92,618	41,901	134,519	78,491	94,835	173,326
Charitable activities							
Domestic Violence Project	3a	-	71,044	71,044	-	132,741	132,741
Learning Disabilities Project	3b	584,600	29,838	614,438	580,012	65,009	645,021
Youth Adventure Project	3c	-	169,867	169,867	-	182,866	182,866
Community engagement	3d	-	67,824	67,824	-	84,381	84,381
Other trading activities	4	35,385	-	35,385	38,311	-	38,311
Investments		935	-	935	1,430	-	1,430
Total income		713,538	380,474	1,094,012	698,244	559,832	1,258,076
Expenditure on:							
Raising funds		46,269	3,004	49,273	6,121	20,000	26,121
Charitable activities							
Domestic Violence Project		22,440	105,780	128,221	-	140,233	140,233
Learning Disabilities Project		611,750	42,239	653,990	588,314	125,659	713,973
Youth Adventure Project		21,213	173,944	195,156	3,534	204,586	208,120
Community engagement		12,304	67,824	80,127	5,265	91,971	97,236
Total expenditure	5	713,977	392,791	1,106,768	603,234	582,449	1,185,683
Net (expenditure)/income for the year and net movement in funds	6	(439)	(12,317)	(12,756)	95,010	(22,617)	72,393
Reconciliation of funds:							
Total funds brought forward		763,268	16,833	780,101	668,258	39,449	707,707
Total funds carried forward		762,829	4,516	767,345	763,268	16,833	780,101

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 16 to the financial statements.

Bede House Association

Balance sheet

Company no. 420386

As at 31 March 2018

	Note	£	2018 £	£	2017 £
Fixed assets:					
Tangible assets	11		191,379		198,826
			191,379		198,826
Current assets:					
Debtors	12	99,810		193,348	
Cash at bank and in hand		596,496		574,517	
			696,306	767,865	
Liabilities:					
Creditors: amounts falling due within one year	13	120,340		186,590	
Net current assets			575,966		581,275
Total net assets			767,345		780,101
The funds of the charity:	16				
Restricted income funds			4,516		16,833
Unrestricted income funds:					
Designated funds - charitable activities		272,904		266,266	
Designated funds - Maintaining Bede's premises fund		90,000		90,000	
Designated funds - fixed asset reserve		12,920		16,606	
Revaluation reserve		178,460		182,220	
General funds		208,545		208,176	
Total unrestricted funds			762,829		763,268
Total charity funds			767,345		780,101

Approved by the trustees on 27 September 2018 and signed on their behalf by

C McGRATH
Chair

N PANESAR
Treasurer

Bede House Association

Statement of cash flows

For the year ended 31 March 2018

	Note	2018		2017	
		£	£	£	£
Cash flows from operating activities	17				
Net cash provided by / (used in) operating activities			21,044		163,106
Cash flows from investing activities:					
Dividends, interest and rents from investments		935		1,430	
Net cash provided by / (used in) investing activities			935		1,430
Change in cash and cash equivalents in the year			21,979		164,536
Cash and cash equivalents at the beginning of the year			574,517		409,981
Cash and cash equivalents at the end of the year			596,496		574,517

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

c) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Notes to the financial statements

For the year ended 31 March 2018

1 Accounting policies (continued)

g) Fund accounting

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.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs
- Other expenditure represents those items not falling into any other heading

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, support costs, which are the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, are apportioned based on direct costs, of the amount attributable to each activity.

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

Governance costs are re-allocated to each of the activities based on direct costs of the amount attributable to each activity

j) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

k) Tangible fixed assets

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. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- | | |
|--------------------------|-----------------------------|
| • Freehold land | Not depreciated |
| • Freehold building | Straight-line over 50 years |
| • Information technology | Straight-line over 3 years |
| • All other assets | Straight-line over 4 years |

Notes to the financial statements

For the year ended 31 March 2018

1 Accounting policies (continued)**l) Debtors**

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

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

n) Creditors and provisions

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

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

o) Pensions

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. The pension cost charge represents contributions payable under the scheme by the charitable company to the fund. The charitable company has no liability under the scheme other than for the payment of those contributions.

2 Income from donations and legacies

	Unrestricted £	Restricted £	2018 Total £	2017 Total £
Gifts	61,130	32,080	93,210	52,252
Social worker Accreditation	-	-	-	550
London marathon 2016	-	-	-	8,444
Core Grant LBS	13,902	-	13,902	13,902
Postage Contributions	-	-	-	4
Local Sustainability Fund	-	9,821	9,821	60,650
Garfield Weston Trust	-	-	-	20,000
User Contributions	17,586	-	17,586	17,524
	<u>92,618</u>	<u>41,901</u>	<u>134,519</u>	<u>173,326</u>

Notes to the financial statements

For the year ended 31 March 2018

3 Income from charitable activities

	Unrestricted	Restricted	2018 Total	2017 Total
	£	£	£	£
City Bridge Trust	-	-	-	30,000
Comic Relief	-	19,719	19,719	34,234
Henry Smith	-	29,100	29,100	28,600
Clare College Bermondsey Trust	-	3,500	3,500	13,000
Wakefield Tettly	-	-	-	10,000
Other funding	-	18,725	18,725	16,907
a) Sub-total for Domestic Violence Project	-	71,044	71,044	132,741
Supply of services	584,600	-	584,600	580,012
United St Saviours	-	17,569	17,569	35,139
Baily Thomas	-	-	-	15,000
Other funding	-	12,269	12,269	14,870
b) Sub-total for Learning Disabilities Project	584,600	29,838	614,438	645,021
London Borough of Southwark	-	37,130	37,130	46,508
Children in Need	-	27,500	27,500	31,000
John Laing	-	16,667	16,667	20,000
Safe Healthy and Equal Relationships	-	11,400	11,400	12,288
Charterhouse	-	10,000	10,000	-
A&B Sainsbury	-	10,000	10,000	-
Capital Group	-	12,500	12,500	-
Other funding	-	44,670	44,670	73,070
c) Sub-total for Youth Adventure Project	-	169,867	169,867	182,866
United St Saviours	-	31,292	31,292	60,626
Grosvenor	-	9,855	9,855	20,008
Heritage Lottery Fund	-	26,677	26,677	3,747
d) Sub-total for Community Engagement	-	67,824	67,824	84,381
Total income from charitable activities	584,600	338,573	923,173	1,045,009

4 Income from other trading activities

	Unrestricted	Restricted	2018 Total	2017 Total
	£	£	£	£
Rent of premises	20,446	-	20,446	23,646
Sales of accounting services	14,939	-	14,939	14,665
	35,385	-	35,385	38,311

5 Analysis of expenditure

	Cost of raising funds £	Charitable activities					Governance costs £	Support costs £	2018 Total £	2017 Total £
		Domestic Violence project £	Learning Disabilities Project £	Youth Adventure Project £	Community engagement £					
Staff costs (Note 7)	15,000	88,403	417,817	113,203	40,066	13,000	117,782	805,271	837,794	
Other staff costs inc holiday pay accrual	-	407	6,482	(335)	2,338	-	(5,900)	2,992	18,918	
Project Costs	-	4,546	72,749	31,558	13,222	-	276	122,351	155,337	
Premises costs	-	-	-	-	1,317	-	16,077	17,394	11,446	
Insurance	-	-	-	-	-	-	6,895	6,895	6,451	
Postage & stationery	-	49	4,059	292	90	-	5,391	9,881	14,605	
IT & Communications	-	4,791	3,302	4,276	2,140	-	17,310	31,819	37,237	
Repairs & Maintenance	-	53	690	1,267	2,288	-	59,152	63,450	36,236	
Sundry	-	75	15	444	-	-	1,315	1,849	2,789	
Bank Charges	-	-	36	36	21	-	1,619	1,712	1,599	
Fundraising & Publicity	21,809	-	-	-	411	-	48	22,268	34,251	
Other Professional Fees	1,250	715	-	-	-	-	3,180	5,145	8,872	
Premises for income generation	-	-	-	-	-	-	-	-	3,297	
Audit & Accountancy	-	-	-	-	-	7,260	-	7,260	7,422	
AGM & Trustee expenses	-	-	-	-	-	1,036	-	1,036	1,527	
Depreciation	-	-	-	-	-	-	7,446	7,446	7,901	
	38,059	99,039	505,150	150,741	61,893	21,296	230,591	1,106,768	1,185,683	
Support costs	10,016	26,065	132,944	39,672	16,289	5,605	(230,591)	-	-	
Governance costs	1,198	3,117	15,896	4,743	1,945	(26,901)	-	-	-	
Total expenditure 2018	49,273	128,221	653,990	195,156	80,127	-	-	1,106,768	1,185,683	
Total expenditure 2017	26,121	140,233	713,973	208,120	97,236	-	-	1,185,683		

Notes to the financial statements

For the year ended 31 March 2018

6 Net (expenditure) / income for the year

This is stated after charging / (crediting):

	2018 £	2017 £
Depreciation	7,446	7,901
Operating lease rentals:		
Property	255	250
Other	6,909	6,061
Auditors' remuneration (excluding VAT):		
Audit	5,840	5,670
	7,446	7,901

7 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2018 £	2017 £
Salaries and wages	730,877	731,970
Redundancy and termination costs	-	27,064
Social security costs	56,306	61,937
Employer's contribution to defined contribution pension schemes	18,088	16,822
	805,271	837,794

No employee earned more than £60,000 during the year (2016: nil).

The total employee benefits including pension contributions and employers National Insurance of the key management personnel were £252,859 (2017: £264,315).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2017: £nil). No charity trustee received payment for professional or other services supplied to the charity (2017: £nil).

Trustees expenses totalled £nil (2017 £nil).

8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2018 No.	2017 No.
Domestic Violence Project	4.0	4.0
Learning Disabilities Project	23.0	22.0
Youth Adventure Project	5.0	6.0
Community engagement	1.0	1.0
Support	5.0	5.0
	38.0	38.0

9 Related party transactions

In 2016/17, we purchased legal advice from Winckworth Sherwood LLP on signing a Licence to occupy 4 Market Place, Southwark Park road, London SE16 3UQ. We were invoiced £1869.12 (inc VAT) on 6 December 2016 and this was the sole transaction during the year. There were no transactions in 2017/18. There was no balance outstanding at the year end. Charlotte Cook, a trustee, is a partner of Winckworth Sherwood LLP, but she did not perform the advice work. It was an arms length transaction.

Aggregate donations from related parties in the year to March 2018 were £1,140 (2017: £440.00).

Two trustees who served in the year, Ms K J Ramsey and Fr M Nicholls are also trustees of the charity Clare and Bermondsey Trust (charity number 1061723). The charity made a grant during the year to Bede House Association of £10,000

10 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

11 Tangible fixed assets

	Freehold property £	Short-term leasehold property £	Project equipment £	Fixtures and fittings £	Computer equipment £	Motor vehicles £	Total £
Cost or valuation							
At the start and end of the year	205,000	34,573	54,327	33,641	60,059	36,695	424,295
Depreciation							
At the start of the year	11,280	34,573	54,327	33,641	54,954	36,695	225,470
Charge for the year	3,760	-	-	-	3,686	-	7,446
At the end of the year	15,040	34,573	54,327	33,641	58,640	36,695	232,916
Net book value							
At the end of the year	189,960	-	-	-	1,419	-	191,379
At the start of the year	193,720	-	-	-	5,105	-	198,825

Land with a value of £17,000 (2016: £17,000) is included within freehold property and not depreciated.

The freehold premises of Bede House were revalued in March 2016 by C. Withers Green BSc MRICS Sip TP, a Chartered Surveyor, at an amount of £205,000, based on open market value at current use. The historical cost of the freehold property is £11,500 and the net book value of the Freehold Property is included in the designated Fixed Asset Fund. This valuation is treated as the deemed cost at 1 April 2014 as permitted by FRS 102.

All of the above assets are used for charitable purposes.

12 Debtors

	2018 £	2017 £
Trade debtors	69,444	178,328
Prepayments	26,515	14,628
Accrued income	3,851	392
	99,810	193,348

13 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	11,627	29,136
Taxation and social security	14,577	14,398
Other creditors	3,242	3,158
Accruals	24,300	30,615
Deferred income (note 14)	66,594	109,282
	120,340	186,589

Notes to the financial statements

For the year ended 31 March 2018

14 Deferred income

Deferred income comprises of income received in the current financial year but which by terms of the grant or the date of the event refer to the next financial year and will be recognised as income in 2018-19.

	2018 £	2017 £
Balance at the beginning of the year	109,282	27,308
Amount released to income in the year	(109,282)	(27,308)
Amount deferred in the year	66,594	109,282
Balance at the end of the year	66,594	109,282

15a Analysis of net assets between funds (current year)

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	178,460	12,920	-	191,380
Net current assets	208,545	362,904	4,516	575,965
Net assets at the end of the year	387,005	375,824	4,516	767,345

15b Analysis of net assets between funds (prior year)

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	182,220	16,606	-	198,826
Net current assets	208,176	356,266	16,833	581,275
Net assets at the end of the year	390,396	372,872	16,833	780,101

16a Movements in funds (current year)

	At the start of the year £	Income and gains £	Expenditure and losses £	Transfers £	At the end of the year £
Restricted funds:					
Domestic Violence Project	16,833	90,248	(105,780)	-	1,301
Learning Disabilities Project	-	42,239	(42,239)	-	-
Youth Adventure Project	-	173,944	(173,944)	-	-
Community engagement	-	67,824	(67,824)	-	-
Central development	-	6,219	(3,004)	-	3,215
Total restricted funds	16,833	380,474	(392,791)	-	4,516
Unrestricted funds:					
Designated funds:					
Domestic Violence Project	57,133	11,047	(22,440)	3,420	49,160
Learning Disabilities Project	127,020	611,145	(611,750)	23,081	149,496
Youth Adventure Project	82,113	16,966	(21,213)	(3,618)	74,248
Fixed Asset fund	16,606	-	(3,686)	-	12,920
Maintaining Bede's premises fund	90,000	-	-	-	90,000
Total designated funds	372,872	639,158	(659,089)	22,883	375,824
Revaluation reserve	182,220	-	(3,760)	-	178,460
General funds	208,176	74,380	(51,128)	(22,883)	208,545
Total unrestricted funds	763,268	713,538	(713,977)	-	762,829
Total funds	780,101	1,094,012	(1,106,768)	-	767,345

Notes to the financial statements

For the year ended 31 March 2018

16b Movements in funds (prior year)

	At the start of the year £	Income and gains £	Expenditure and losses £	Transfers £	At the end of the year £
Restricted funds:					
Domestic Violence Project	24,324	132,741	(140,232)	-	16,833
Learning Disabilities Project	-	125,659	(125,659)	-	-
Youth Adventure Project	7,535	197,051	(204,586)	-	-
Community engagement	7,590	84,381	(91,971)	-	-
Central development	-	20,000	(20,000)	-	-
Total restricted funds	39,449	559,832	(582,448)	-	16,833
Unrestricted funds:					
Designated funds:					
Domestic Violence Project	49,612	7,521	-	-	57,133
Learning Disabilities Project	87,635	619,397	(580,012)	-	127,020
Youth Adventure Project	79,198	10,265	(7,350)	-	82,113
Community engagement	2,187	1,100	(3,287)	-	-
Fixed Asset fund	20,747	-	(4,141)	-	16,606
Maintaining Bede's premises	50,000	-	-	40,000	90,000
Total designated funds	289,379	638,283	(594,790)	40,000	372,872
Revaluation reserve	185,980	-	(3,760)	-	182,220
General funds	192,899	59,961	(4,684)	(40,000)	208,176
Total unrestricted funds	668,258	698,244	(603,234)	-	763,268
Total funds	707,707	1,258,076	(1,185,682)	-	780,101

Domestic Violence Project - this project provides practical and emotional support for the victims of Domestic Violence and hate Crime.

Learning Disabilities Project - this project provides education, training, work and volunteering opportunities, plus practical, emotional and social support for adults and young people leaving school who have recognised Learning Disability.

Youth Adventure Project - this project supports local young people to develop their potential and enjoy life through a program of evening clubs, detached youth work on local estates, summer and holiday residentials, trips and activities.

Community engagement - Big Local - this project is part of Bede's Community Engagement work and supports local volunteers to improve the quality of life on their housing estates and in their neighbourhoods.

Central Development - includes the central services of the charity in addition to projects developing community engagement through forums and informal networks concentrating on environmental, and multi faith issues.

Purposes of designated funds

Designated funds are those set aside from the General fund by the Council for particular purposes. The maintaining Bede's premises fund totalling £90,000 was set aside to ensure that adequate and suitable space is provided to enable the charity to achieve its strategic objects and goals. The Council is considering ways in which this fund might be applied for the future benefit of the charity. The Fixed Asset Fund represents the fixed assets purchased with unrestricted funds or with restricted funds where there is no continuing restriction as to use. The balance carried forward together with the revaluation reserve, is the net book value of the assets.

The designated fund for Domestic Violence, Learning Disabilities and, Youth Adventure Project, is the setting aside of previous surpluses and deficits generated by the individual project to ensure the continuing operation of the project in future years.

17 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2018	2017
	£	£
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	(12,757)	72,394
Depreciation charges	7,446	7,901
Dividends, interest and rent from investments	(934)	(1,430)
Decrease/(increase) in debtors	93,538	(27,825)
Increase/(Decrease) in creditors	(66,249)	112,066
Net cash used in operating activities	21,044	163,106

18 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods

	Property		Equipment	
	2018	2017	2018	2017
	£	£	£	£
Less than one year	255	250	6,909	6,527
One to five years	1,020	1,000	17,857	22,844
Over five years	1,785	1,750	-	-
	3,060	3,000	24,766	29,371

19 Statutory information

Bede House Association is a charitable company limited by guarantee and has no share capital. It is registered as a charity in England and Wales and incorporated in the UK. The registered office is 351 Southwark Park Road, London, SE16 2JW.

The liability of each member in the event of winding up is limited to £1.