

Company number: 420386

Charity number: 303199



Bede House Association

Report and Financial Statements

31 March 2017



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

The MBE for volunteer groups

Awarded 2008

Bede House Association

Contents

For the year ended 31 March 2017

Contents	Pages
Information about Bede House Association	2-3
Report of the Council	4-36
1. Introduction by the Chair of Trustees	
2. Bede's Structure, Governance and Management	
3. Bede's Purpose and Activities	
4. Bede's Public Benefit - Achievements and Performance	
5. Bede's Place in the Community	
6. Financial Review	
7. Plans for Future Periods	
Independent auditor's report	37-39
Statement of Financial Activities (incorporating an income and expenditure account)	40
Balance sheet	41
Statement of Cashflows	42
Notes to the financial statements	43-53

Bede House Association

Reference and administrative details

For the year ended 31 March 2017

Company number 420386 incorporated in the UK

Charity number 303199 registered in England and Wales

**Registered office
and operational
address** 351 Southwark Park Road
London
SE16 2JW

Council The members of the Council, who are directors under company law, who served during the year and up to the date of this report were as follows:

Current Members

C McGrath	Chair
J Cotton	Vice Chair
N Panesar	Honorary Treasurer
C Cook	Company Secretary
W Cookson	Coopted 9 February 2017
M Hickson	
J Kent	
C Knight	
J Kong	
P Lindsay	
Fr M Nicholls	
K Ramsey	

Resigned During the Year

F McClure	Resigned 10 November 2016
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Principal staff	Nick Dunne	Director (Principal Officer)
	Brian Stewart	Finance and Central Services Manager
	Carole Brady	Learning Disabilities Service Manager
	Fokrul Meah	Youth Project Manager
	Ahlam Laabori	Starfish (Domestic Violence) Project Manager
	Ann Clayton	Big Local South Bermondsey Community Engagement Manager

Bede House Association

Reference and administrative details

For the year ended 31 March 2017

Bankers

Unity Trust Bank
Nine Brindley Place
4 Oozells Square
Birmingham
B1 2HB

CCLA
80 Cheapside
London
EC2V 6DZ

TSB
253/255 Southwark Park Road
London
SE16 3TS

Solicitors

Field Fisher Waterhouse LLP
35 Vine Street
London
EC3N 2AA

Auditors

Sayer Vincent LLP
Chartered Accountants and Registered Auditors
Invicta House, 108-114 Golden Lane
LONDON
EC1Y 0TL

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 2017.

1. INTRODUCTION BY THE CHAIR OF TRUSTEES, CATHERINE MCGRATH



Visitors to Bede often comment "I never realised that you do so much!" and it is a happy challenge that we face each year in trying to capture all of Bede's achievements. 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 volunteers active in the community – are well known and respected in their own right. However, it is possible that Bede's overall impact in improving life in this part of London, where over 39% of children grow up in poverty, is underappreciated.

This year we have tried to capture it as:

- Alleviating Poverty and Increasing Employment Prospects
- Reducing Isolation and Finding Fresh Purpose in Life
- Improving Health and Well-Being
- Caring for our Environment

There are so many things to celebrate at Bede, it is hard to pick one to highlight. However, the award of Southwark Stars Young Volunteer of the Year to Luke Holmes is one that stands out. Despite his learning, speech and physical disabilities, Luke is a tireless worker as a volunteer helping local elderly neighbours through our Inside Outside project, as a member of the Bede café team, and as an expert gardener on our allotment. Luke's energy, and sense of responsibility is an inspiration to us all, and we are delighted that he has been honoured publicly with this award.

In the past twelve months we have also taken an important step towards securing Bede's long-term future. After lengthy negotiations with Southwark Council, we have agreed a purchase price and a 125 year lease on the new Bede Centre that Southwark are building for us. The new Centre will be much bigger than the existing Bede Centre and it will provide fresh, modern facilities within which Bede's work can develop for future generations. We hope the new Bede Centre will open in 2020 and we are in discussions with a number of potential major capital funders.

The past year has been a challenging one and we have had to make some difficult decisions about our organisational structure. I would like to take this opportunity to thank all of our staff and volunteers - past and present - for their hard work, professionalism, flexibility and commitment to Bede.

I would also like to thank Franki McClure, a former treasurer, who stepped down as a trustee at the AGM. Her contribution has been invaluable, particularly when our Finance Manager died suddenly in 2013. We have welcomed Wendy Cookson, a local resident who brings considerable experience of management in the NHS. I'm also delighted to welcome two new Patrons in 2016. Former Bermondsey and Old Southwark MP, Sir Simon Hughes and former Mayor of Southwark Cllr Sunil Chopra will help promote our work and our capital appeal for the new Bede Centre.

Catherine McGrath
chair@bedehouse.org

Highlights of 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 an estimated **500 visits each week** for activities and meetings.
- Offered volunteering opportunities to over 70 people – at an estimated value of **£53,235 in volunteer hours** for the community. Bede volunteer Luke Holmes was named **Young Volunteer of the Year** by Southwark Stars.
- Given **employment to 36 people** – over 44% of whom live locally. Our youth training and local contacts have helped 11 young people gain qualifications and find paid employment.
- Bede's Learning Disabilities (LD) employment project has helped **3 people with learning disabilities to find or maintain employment, and 3 people to undertake work placements**.
- Bede's Learning Disabilities (LD) service helped **74 people with learning disabilities discover their potential**, enjoy life and play their part in the community
- Bede's Starfish Domestic Violence Project helped a total of **229 clients last year to break the cycle of violence**. Between them our clients had 141 children 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.
- Bede's Youth Adventure Project recorded **2,116 attendances at all our activities** and helped **397 young people aged 8 to 19 to flourish**
- Bede is a leading partner in Big Local South Bermondsey – a grass roots community initiative that supports over 24 volunteers in organising and running an estimated **83 events and programmes in our neighbourhood** and recording an estimated 36,496 attendances at all these activities.
- Conducted detailed, independent evaluation work of our Domestic Violence, Youth and Learning Disabilities services to help us improve our outcome reporting, data collection and marketing.
- Brought **£497,271** into Southwark from outside the borough
- **Supported other local charities and community groups** – as host of Big Local South Bermondsey, 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.
- Brought the community and local businesses together on our **Allotment in Southwark Park** and in the **Aspiden Nature Garden** – growing vegetables and bringing a little bit of nature to an urban area.
- Working with Millwall Football Club to run a successful football team in the South London Special League for disabled players and in launching a new two year research project: **Millwall's Changing Communities: Memories of Football and Neighbourhood in South London**

Who We Are

Bede Council Members

Catherine McGrath (Chair) joined Bede Council in 2014 and was appointed Chair of Trustees in December 2016. Catherine is a civil servant, currently working in the Cabinet Office. Previously she worked for Ofcom and communications consultancy, Madano, where she first met the Bede team when they were nominated as charity of the year. She has been a trustee since 2014 and in 2015/16 was the link trustee for Bede's Starfish Domestic Violence project.

Julie Cotton (Vice Chair) has been a trustee of Bede House for over 10 years and has a particular interest in community engagement. She is a senior manager at the Homes and Communities Agency (HCA) - the national housing and regeneration agency for England – and prior to this worked for Peabody Trust on Community Regeneration and Employment Initiatives. Julie is the link trustee for the Big Local South Bermondsey.

Nitu Panesar (Treasurer) joined Bede in July 2014, and was appointed Treasurer in November 2015. She is a finance professional with over 10 years' experience in the NGO and Commercial sector. She is currently working as Senior Finance Manager for one of the UK's academic research led Universities supporting the Fundraising and Supporter Development teams.

Charlotte Cook (Secretary) is a solicitor and partner at the Southwark based law firm, Winckworth Sherwood. She first got to know Bede when they were appointed the firm's "charity of the year" in April 2011. Charlotte works mainly with housing associations acquiring land for development, with a particular expertise in supported and sheltered housing providers.

Wendy Cookson joined Bede in February 2017. A local resident, she brings over 25 years' experience as a Nurse, Director and Governor in the NHS. For the last 6 years, Wendy has worked independently as a specialist advisor to hospital and commissioning Boards on corporate and quality governance and leadership.

Martyn Hickson joined Bede in May 2016. With a background in management of large commercial projects, he currently holds a strategic role within the customer loyalty programme of a large airline. A Southwark resident, he has experience volunteering for a range of local and national charities.

John Kent joined Bede in 2016. John brings a wide commercial experience to Bede Council, having focused during his career on corporate development, strategy and operations for large and small businesses, as well as working in central government and the City. John lives in Southwark.

Caroline Knight is a freelance editor and editorial tutor who has worked in the book publishing industry for nearly three decades. She has been a trustee of Bede House for 25 years, including a spell as Chair of trustees, and takes a particular interest in fundraising and is the link trustee for the Youth Adventure project.

Jamaria Kong has been a trustee of Bede House since July 2014 and she is currently the link trustee for Bede's Learning Disabilities project. She is an independent management consultant, advising mainly corporate clients in Mergers and Acquisitions, business transformations and operational improvements. She also lives locally in Southwark and is one of the link trustees for the Learning Disability Project.

Paul Lindsay was educated in Belfast, Northern Ireland until 1981 and then spent a year working with Operation Mobilisation in Sudan. After completing a degree in Quantity Surveying Paul has worked in the construction industry in London for thirty years and is a partner in a construction consultancy. He is a fellow of the Royal Institution of Chartered Surveyors, a trustee for OMUK, and the chair of the board for YFC Central Moscow Russia.

Rev Canon Mark Nicholls SSC became Rector of St Mary the Virgin Parish in Rotherhithe in 2007 and joined Bede as a trustee in 2009. St Mary's has strong connections with Clare College, Cambridge and the Diocese of Southwark, and Fr

Bede House Association

Report of the Council

For the year ended 31 March 2017

Mark is a trustee of a number of local charitable trusts. Father Mark lives in Southwark and is one of the link trustees for the Learning Disability Project.

Katrina Ramsey came to Bede in 2004 as a recent graduate of Clare College Cambridge, working in the Learning Disabilities service for six months on volunteering projects. She became a trustee in 2008 and was Chair of Trustees from 2011-2015. Katrina works in Southwark on environmental programmes at the Greater London Authority, and brings project management skills and experience of managing grant schemes to Bede Council. Katrina chairs the Maydew/property sub-group.

Bede Executive Team

Nick Dunne (Director) joined Bede in 2002 after nearly 13 years with a charitable organisation helping street homeless people. A qualified social worker, he holds a Post Graduate Diploma in Public Services Management and has over 30 years' senior management experience in the charity sector

Brian Stewart (Finance & Central Services Manager) is a CIPFA qualified charity accountant with over 40 years' experience in finance, facilities and IT management. Brian joined Bede in 2013 after 12 years as Director of Finance and IT with a Children's Hospice.

Carole Brady (Learning Disabilities Project Manager) joined Bede in 2014 and has worked in social care for over 30 years, including twelve years in management roles with Southwark and Lambeth Councils, Camden Society and Bede. Carole was born and brought up in Bermondsey and still lives locally.

Fokrul Meah (Youth Adventure Project Manager) is a qualified Youth and Community Worker who joined Bede in 2007 after 10 years with Enfield Youth Service

Ahlam Laabori (Starfish Domestic Violence Project Manager) joined Bede in 2010 after a career in the Forced Marriage Unit of the Foreign and Commonwealth Office and social work training with Westminster Social Services. Ahlam is a qualified Independent Domestic Violence Advocate (IDVA) and trained Freedom Programme leader, and became Project Manager in 2015.

Ann Clayton (Big Local South Bermondsey Community Engagement Manager) was seconded to Bede in 2011 from local charity Time and Talents, and joined Bede permanently in January 2016. She was born and brought up in Southwark and during her long career with leading companies has specialized in housing and HR. Ann has also been active locally through the Rotary Club and as a trustee of United St Saviour's Charity

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. Bede House was part of a movement that began in 1884 with the opening of Toynbee Hall. The Settlement model quickly spread through Britain, Europe and North America, providing a philanthropic, community based response to the needs of people living in areas of poverty.

Located on the edge of south London's docks, Bede House served as a communications and relief centre during the bombing of the neighbourhood during the Second World War. It has continued to serve countless individuals and families for generations, particularly during periods of great social change, such as the closure of the docks, the redevelopment of housing estates and the arrival of new communities in the neighbourhoods. During this time, 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's Inside Outside Project was awarded 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 End Child Poverty Campaign's 2016 report identifies that, after housing costs are taken into account, 39.5% 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."*

Report of the Council

For the year ended 31 March 2017

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.
- 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 2017 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 Project, which aims to help local people to be active in improving life in the community. Bede does this through the Big Local South Bermondsey Partnership, 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 provide financial management services to neighbouring charity Time and Talents.

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 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 2016 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 in Section 1. There are 4 male and 8 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 a sub group to oversee issues related to the development of a new Centre for Bede at Maydew House was formed in 2014. 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. The former Premises sub group has been expanded to become the Maydew sub group. 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 trustee was coopted onto Bede Council in February 2017 following this recruitment process.

Report of the Council

For the year ended 31 March 2017

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. A specific training session on Good Governance took place in July 2014. It was led by Lindsay Driscoll, who chaired the Governance Code Steering Group that produced the NCVO guidance. The Council’s performance is reviewed annually and the November 30, 2016 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. One new member of Bede Council attended a Trustee Training Workshop organised by Grosvenor Estates and shared their insights with other trustees at the November meeting.

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.

The key senior management posts remain unchanged in 2016/17 and Bede benefits from a stable, highly skilled senior management team. As well as the specific project staff, Bede also has, at August 2017, a small core team comprising the Principal Officer, the Finance and Central Services Manager, an Administrator, a part-time Finance Assistant, and a part-time Cleaner.

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 ongoing 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 64% 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, 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. During 2015 we commissioned two impact evaluations by Community Action Southwark (now Community Southwark) to review the Starfish Domestic Violence Project and the Bede Plus

Employment Project for people who have a Learning Disability. In 2016, funding from the Local Sustainability Fund – a programme administered by the Big Lottery Fund with money from the Cabinet Office – enabled us to extend this work across Bede and to introduce the Lamplight Complete Database for Charities system to improve data collection and impact reporting.

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 on the different housing estates in Bermondsey that are organised by Bede volunteers through Big Local South Bermondsey, and 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 poverty and increasing employment prospects
- Reducing isolation and finding fresh purpose in Life
- Improving health and well-being

Report of the Council

For the year ended 31 March 2017

- Caring for our environment

Each of Bede's projects will address these themes in different ways, and with different emphases as will be seen in the sections that follow. However, as a whole, it can be said that in the past year, Bede has directly benefitted over 1,000 people in one or more of these ways, and indirectly benefitted over 1,000 more. Specifically, Bede's overall impact in reducing poverty and isolation, improving health and well-being and caring for our environment is significant, and can be illustrated as follows:

Alleviating poverty and increasing employment prospects:

- Bede's day services for people who have a learning disability enable their carers to go out to work. 23 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. Last year we had over 19 active volunteers, 3 of whom found part-time paid employment (2 short-term, 1 long term contracts).
- Bede's Youth Project trained two former youth club members as Youth Workers last year, and one is now employed by Bede. We used our connections with a local building contractor to introduce 9 ex-club members who were then employed by them. We helped 5 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 35 clients Food Bank vouchers because they didn't have the money to feed themselves and their children.
- Bede's role in supporting the Big Local South Bermondsey Partnership has stimulated new employment projects locally. Big Local Works has opened in the Blue Market with training for local entrepreneurs. Partnership member, the Bermondsey Kitchen, has trained 27 young people as chefs, all of whom found employment.
- Bede supported over 70 volunteers in 2016/17, and employed 16 Southwark residents. £497,271 was brought into the Borough from external funding sources.

Reducing isolation and finding fresh purpose in life:

- Bede's Inside Outside project enables 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. 12 volunteers helped 57 elderly neighbours this year, and we introduced Helping Hound – visits that include our friendly dog Hapus – which has enriched the experience. One of our disabled volunteers, Luke Holmes, was named Southwark Stars Young Volunteer of the Year for all he has achieved through Inside Outside.
- Without the Bede Centre, many of the 74 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.
- One third of the 155 new clients who came to the Bede Starfish Project last year had been in abusive relationships for over 5 years, and most had been 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.
- 149 young people attended Bede's youth clubs in 2016/17. Their main motivation was to make friends, do interesting things and discover their potential. The fact that 40 attended regularly, for at least 6 months demonstrates that, at Bede, they found what they hoped for.
- A priority of the Big Local South Bermondsey Partnership is to enable older people to play a full and active part in the community. Many older people have skills in knitting, sewing and crochet and some of them have offered to run classes led by older people in the community. Two schools were among those who responded to their offer, and regular weekly groups have been running for over a year. The sessions are very popular with pupils, and the older people now feel valued and less nervous of young people on the street

Improving health and well-being:

- 31% 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.
- 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, or enter a new one.
- In 2016/17, 66 children were at risk of being taken into care because their mother was in an abusive relationship and it was not safe for the children at home. With Bede's help, 29 mothers addressed the issues, and, as a result, 6 of the women had their children taken off the At Risk Register, and 5 women had their children's risk assessment level reduced. The Bede team continued to work with the remaining 18 mothers.

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, and learn more about the wildlife that live there. We keep it tidy too – without our care it would become a rubbish tip.
- 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 every year 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 work with Big Local South Bermondsey Partnership has supported volunteers to green their estates, with new planting areas and flower baskets. Two volunteers completed floristry courses with the Partnership's help.
- Bede's New Centre, which we hope will be open in 2020, 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.

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 Profile and Roots in Local Community Networks

Bede House Association has a long and rich history but is not a household name. Even those who do know Bede will probably only be familiar with one of its projects, and they will be unaware of all the other things this relatively small

Report of the Council

For the year ended 31 March 2017

charity does. A common comment from those who make their first, extended visit to Bede is “I never knew you do so much!” Whilst sometimes frustrating, this low profile amongst the general public is not, in itself, a problem.

Bede targets its limited resources at developing and maintaining the relationships that are key to providing excellent services, and to securing the resources that they need to operate. Advocacy and word of mouth is by far the most effective way of advertising our services to those who need them, and our beneficiaries can be our most powerful ambassadors. Bede’s presence, often in leadership roles, on local partnerships, forums and networks ensures that funders, decision makers and policymakers know and respect what we do. Businesses are often delighted to discover a relatively unknown local charity where they can form a special relationship and make a deeper difference than they might, perhaps, with a bigger, higher profile organisation.

However, the Borough of Southwark, and the neighbourhoods of Bermondsey and Rotherhithe are experiencing rapid change and this presents significant marketing challenges 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 now we rely on developing and sustaining many more relationships with individuals, trusts and programmes which have smaller budgets. We know that other charities locally and across the country are facing the same challenges.

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, not just to Bede’s financial success but to its organisational integrity.

The rapid developments in social media communications, and the new and different expectations that go with them, present huge opportunities and challenges to Bede’s very limited administrative resources. We must balance the need for spontaneity and participation with that of supervision and accountability. 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 434 Friends of Bede supporters.

There is plenty more to do to effectively harness the potential of the new mediums of communication and to reach the new decision makers, residents and businesses that are arriving in Southwark. We want to build on Bede’s traditional “word of mouth” reputational asset as a highly respected and valued local charity. Bede’s trustees and staff will continue to work to effectively communicate what Bede does and what services the organisation offers, particularly for our primary audiences of young people aged 8 to 19, adults with learning disabilities and their families and carers, and those suffering from domestic abuse.

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 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 2016/17, 74 individuals regularly participated in Bede's programmes, 63 of whom were funded through personal budgets from statutory sources. Charitable and statutory grants and donations enabled us to welcome those whose disabilities did not meet the threshold to qualify for a personal budget yet who still need Bede's support to manage the challenges of everyday life on a low income. However, the overall total number of individuals we have helped is down from 93 in 2015/16 because funding for our Bede Plus employment project was significantly less than in previous years. This prompted a review of our resources and a reduction in the number of people we could support.

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. For example, last year, 13 volunteers who have a learning disability contributed 3,453 volunteer hours (2015/16, 16 volunteers contributing 3,184 volunteer hours) through participating in six projects in the community.

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, and Create dance and drama company who this year led eight workshops for our participants and for children from a local primary school culminating in a joint performance at Bede Centre. In May 2017, we welcomed the Freewheelers theatre company of disabled actors who performed *Amandla!* - a play based on the life of Nelson Mandela – at Bede Centre. An exhibition of participants' art work, organised by a volunteer who worked with Bede's art group, was displayed at the Art Hub Gallery in Deptford in June 2016. The group also sent a card to the Queen to celebrate her 90th birthday which was warmly acknowledged by Her Majesty. 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. 65 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.

Report of the Council

For the year ended 31 March 2017

- **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. 57 elderly or housebound local residents welcomed 12 Bede Inside Outside volunteers who contributed 1,533 volunteer hours during the year (up from 1,114 volunteer hours in 2015/16). The service was enhanced by introducing "Helping Hound" in November 2016. Elderly neighbours who love dogs, but who can no longer look after one themselves, can ask for our friendly, trusted dog 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.
- **Volunteering in the local community** provides further opportunities to learn new skills, be active and gain the satisfaction of a job well done. Three local agencies – Roots and Shoots, Surrey Docks Farm, Time and Talents – offer opportunities to maintain gardens, process compost, care for animals, do basic admin and recycle office materials. These volunteering opportunities often suit those participants who are not yet ready for the more responsible roles in, for example, Inside Outside. 1,920 volunteer hours were served in this way last year (down from 2,070 in 2015/16).
- **The BedePlus Project** prepares participants for paid employment and supports those who have found jobs to settle in and make a long term commitment. This is an important aspiration for many people who have a learning disability, especially when they leave school. Providing ways to test, nurture and develop their ambitions are an important part of what Bede offers. Funding cuts in September 2015 meant a review of Bede Plus activities in 2016/17, and we had to reduce the number of people helped from 30 in 2015/16 (4 of whom were funded by personal budgets) to 17 in 2016/17 (7 of whom were funded by personal budgets). The team's resources were focused on developing and delivering two, 12 week workshops, each attended by 15 people, who worked to improve their employment-readiness. These workshops involved volunteers from local companies assisting in mock interviews. 2 participants secured paid jobs on fixed term contracts, and we continued to support 1 person who is in long term paid employment, one day a week in a hotel kitchen. 3 participants were found work placements.



A learning disability is a life-long condition, and many of those who come to Bede do so for many years. In 2016/17, 12 out of our 74 participants were aged 25 or under, and 3 were over 60. 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.

Report of the Council

For the year ended 31 March 2017

A peer review in May 2016 of our Learning Disabilities service by Choice Support's Southwark Quality Champions assessed what was good, and what could be better across 4 themes: First Impressions, Your Service, Your Support, and You and Your Community. 34 different criteria were examined and Bede was found to be good in 32 of them. The only two criticisms related to the limited time available for interviews within a busy timetable, and the fact that the Centre has to be reached by going up a long ramp which is a bit steep. One observation is typical of the feedback in the report: *"Everyone seemed to love being in the Bede Centre; it seemed to be a pleasant and safe environment where service users are listened to. There was so much laughter in a music group and it was obvious that everyone was enjoying themselves."* The full report is available on the Learning Disabilities Service page of Bede's website, www.bedehouse.org

The pressures on Southwark Council's budget for Learning Disabilities services are severe, and 2016/17 saw intense negotiations around each client's services, with client reviews taking place each month. We reviewed our staff structure and capacity, and three colleagues took voluntary redundancy. We also sought to diversify the Bede LD service's funding base and attracted three major one year grants from charitable sources (United St Saviours, Baily Thomas and the Funding Network). However, such grants 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), 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 project remains sustainable. Bede is also exploring ways to reduce the costs of clients travelling to and from Bede, as well as seeking new sources of funding to diversify the project's income.

The different strands of activity at Bede provide an environment where an individual can grow and play an active part in society, as this case study demonstrates:

Before T came to Bede his life was going nowhere. Born with Downs Syndrome, T was now 25 years old, and living in supported housing. He had nothing to do during the day and had very few friends. Two years ago, T came to Bede and started attending every day. His first priority was to improve his communication skills which were very limited – he relied a lot on sign language and he could get very frustrated when he couldn't understand, or be understood. T was keen to try everything that Bede had to offer – dance, visits to the nature garden and allotment, playing football, volunteering in the café, and doing jobs for his elderly neighbours. His skills increased, and it was clear that he had a talent for playing football, and for getting on well with people. He was part of the Millwall team that won the Special League in 2017, and he was also employed for 3 months one day a week by British Land as a Kitchen and Meeting Room Assistant. T is taking on more and more responsibility as his confidence increases. He's got plans to do even more next year!

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 three caseworkers, a part-time counsellor and a student trainee. 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 (97%) of clients are female, nearly all of whom are either pregnant or have children under the age of 4. However a small, but significant number (about 3%) are male who experience abuse in a same sex, or a heterosexual relationship. In 2016/17 we worked with 155 new clients plus 74 whom we continued to work with from the previous year. This makes a total of 229 clients worked with this year – a huge increase on the 156 clients we worked with in 2015/16. 53 of our new clients had been suffering abuse for five or more years. Over one third (42%) were self-referrals or introduced to Bede by a friend. 141 of our clients' children directly benefitted as a result of the help their parents received to live more safely.

Report of the Council

For the year ended 31 March 2017

Our approach involves two methods of working. The first is detailed one to one work which assesses the risk a client is facing and 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 in the long term. 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.

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 and Survivors' Group. The Freedom Programme 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 Survivors' Group also meets weekly, and is a more informal session offering on-going peer support to those who have completed the Freedom Programme but who are still facing a long period of transition whilst their life stabilises after leaving an abusive partner.



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 nationally recognised 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 2016/17, 29 of our clients came to Bede with, between them, a total of 66 children on the Child Protection Register. This meant they were at risk of having their children taken into care. After working with Bede, attending the Freedom Programme and making changes in their lives, 6 of the women had their children taken off the Register, and 5 had their children's level of risk reduced. The Bede Starfish team continued to work with the remaining 18 women whose children were still being monitored closely by Social Services.

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. Bede's work relies on charitable grants and donations. Three year funding from City Bridge Trust, Comic Relief, and Henry Smith Trust, together with annual grants from the Clare Bermondsey Trust and Oley Trust (of Clare College, Cambridge), and Donald Forrester Trust have provided a solid foundation from which to develop the project. These grants will expire over the next year, and fundraising is a continuous process. This means that the focus is on ensuring that the current, extremely successful service continues and 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 Project is an integral part of the social welfare and community safety provision in the borough. Bede's Starfish Domestic Violence Project Manager, Ahlam Laboori, is Co-Chair of Southwark's Domestic Violence Forum, and attends Southwark's Hate Crime group, MARAC Steering Group and

Bede House Association

Report of the Council

For the year ended 31 March 2017

the Women's Aid Regional Network. 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, and 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.

In 2015, an external evaluation of the Bede Starfish Project by Community Action Southwark (CAS) quoted the National Institute of Clinical Excellence's estimate that it costs the NHS approximately £4,300 to help a patient who is experiencing domestic violence. The CAS Evaluation estimated that the Bede Starfish Project costs approximately £902 per client and concluded that Bede therefore potentially saves the NHS £3,398 for each woman they remove from domestic violence and supports to rebuild their lives. (Reference: National Institute for Health Care and Excellence (NICE). (2014) Costing Statement: Domestic violence and abuse [Online] Available from: <https://www.nice.org.uk/guidance/ph50/resources/ph50-domestic-violence-and-abuse-how-services-can-respond-effectively-costing-statement2>)

Ms G was married and she and her husband had two children. Arguments and controlling behaviour soon escalated into physical assaults. Whilst pregnant with their second child, Ms G came home to find her husband drunk, and her son screaming with hunger. An argument followed which led to her husband strangling Ms G to the point she passed out. Over the next 10 years, the abuse continued. Ms G was so anxious she would sometimes lose control of her bowels. Ms G finally got help after a teacher at her son's school noticed bruising to her arms and referred her to Bede House. When she came to us she was shaking with fear. It took the caseworker over an hour to stop her shaking. Ms G could not believe she was talking to us and was terrified of what would happen. The caseworker was able to convince Ms G of the confidence she had in the police and persuaded her to speak to a police officer. Ms G was worried because her husband had said that no one would believe her. We ensured that the police visually recorded a comprehensive statement of the abuse. This provided compelling evidence of the physical effects of the abuse. We ensured that the husband was not allowed back in the home and that the tenancy was transferred to Mrs G. We also ensured that social services provided her with support and respite for her disabled child. A year on and Ms G is much happier and healthier. She has received counselling at Bede and has attended the Freedom Programme which is helping her recover her self-confidence. Ms G has seen an improvement in her children's behaviour and is now feeling ready to take on volunteer work. This is a remarkable outcome considering her previous circumstances.



Youth Adventure Project – Helping Young People Overcome Challenges and Flourish

Bede's Youth Adventure Project aims to help local young people, aged 8 to 19, make a successful transition from childhood to adulthood by developing positive relationships with their peers and with trusted adults. This can improve their chances of making wise choices when faced with difficult decisions and developing opportunities for their skills and talents to flourish in the future.



Growing up in Bermondsey and Rotherhithe can be tough, with many families experiencing financial hardship and other pressures. 39.5% of children under 16 in our parliamentary constituency of Bermondsey and Old Southwark are living in poverty (End Child Poverty Campaign 2016). This means that, in our neighbourhoods, more children and young people than average struggle at school or are at risk of becoming victims of, or getting involved in, anti-social and criminal activity. A survey in July 2015 of a sample of 45 young people aged 11 to 19 who regularly attended one of Bede's three youth clubs found that 87% were from low income households which relied on benefits or tax credits, and 56% lived in single

parent households, or with a step-parent or foster carer. 40% had been in trouble with the police, 20% had, at some time, been excluded from school and 20% were known to social services.

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.

The uncertainty of future funding led to a restructuring of the Youth Project in 2016. Two long serving and popular members of staff took voluntary redundancy, and this had an impact on club attendances. The number of individual young people we worked with in 2016/17 dropped from 532 in 2015/16, to 397 in 2016/17. Of these, 248 (down from 301 the previous year) were attending the project's sessions in schools. Thus, the active membership of our youth clubs and detached youth sessions dropped to 149 (from 231) individuals. However, these numbers began to increase from February 2017, and the total number of attendances at all of Bede Youth Adventure Project's activities actually increased from 1,583 attendances in 2015/16 to 2,116 attendances over the 44 weeks the service is open during the year. One explanation of this is that those young people coming to Bede are engaging more often in what we have to offer.

Over the next few years, Maydew House, the tower block next to Bede Centre and our youth club, and the neighbouring area will be redeveloped. A positive outcome of this will be the new Bede Centre which we hope will be open in 2020. Meanwhile, the area around Bede has become a building site and will stay that way until 2020. In collaboration with building contractors Keepmoat we do our best to manage the difficulties such an environment creates, but it does impact on our activities. Bede's youth workers continue to engage young people from estates around the Old Kent Road where there are significant levels of deprivation and fewer opportunities for young people. Some of the young people who come to Bede are clearly struggling with difficult home lives. The Mayor's Fund for London has identified the problems that low income families can have feeding their children during the school holidays, when they no longer benefit from free meals provided at school. Bede has therefore joined the Mayor's Kitchen Social initiative to provide healthy meals as part of our school holiday programmes. Our first meals were provided during the Easter 2017 holidays, and, if funds can be found, we will provide them during the long summer holidays too.

Report of the Council

For the year ended 31 March 2017



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 2016, we took a group of 12 young people to Hereford where the BODS team organised a programme of horse riding and adventure activity in the forests and gorges of South Wales.

The popularity of Bede's clubs and detached youth work, where young people attend regularly and often remain involved for many years, is a key indicator of the project's success. Attendance is completely voluntary, and young people will "vote with their feet" in deciding whether the project is meeting their needs and interests. In this respect, the increased number of attendances is extremely encouraging. 40 of our club members have been attending regularly for over 6 months. Several of our former members, who are now at University or College, have come back to help us as volunteers. One organised a fundraising concert in June 2016 at Bede that attracted an audience of nearly 100 young people.

Developing volunteering, training and employment opportunities continues to be an important part of what Bede does for Club members over 16. Two former Bede Youth Club members complete NVQ Level 3 Youth Work training in the summer of 2016, funded by the Rank Foundation and the Your Turn Initiative. One is now employed by Bede. 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. We introduced nine ex-Youth Club members to our contacts in Keepmoat and they were taken on as construction workers.

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 2015/16, three programmes were delivered to Harris Boys Academy, Peckham, Harris Girls Academy, Bermondsey and Compass School, Bermondsey involving 248 year 9 and year 10 students (exceeding the target of 240 set by the funder). At the start of each programme, participants completed a questionnaire and 73% felt that they knew enough about building a healthy relationship. When asked again after the second workshop, over 91% said that they had increased their awareness of what constitutes a healthy or an abusive relationship and their understanding of the effects of power and control in relationships. 96% said they would use what they had learnt to improve current or future 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 that we will continue as and when funding allows.

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 helped 5 young people last year who were excluded, or at risk of being excluded from school. Problems were addressed and, as a result, all 5 were able to sit their exams.

Funding for Bede's youth work remains one of the trustees' biggest concerns. Each year, at least half of the project's funding needs to be raised from new applications. However, thanks to major grants from Laings, Children in Need and Southwark Youth Service, together with numerous smaller grants and donations from trusts, individuals, businesses and local shops, the funds needed were secured. With the numbers of young people coming to Bede rising again, and the

Report of the Council

For the year ended 31 March 2017

prospect of brand new Youth Club facilities becoming available when the new Bede Centre opens in 2020, the Bede Youth Adventure Project is well placed to attract the support it needs to continue its important work with the next generation of young people.

Edwina (not her real name) has been truanting from school for several years. She has found some degree of stability at Bede and attends our youth clubs regularly. She needs a lot of time, and her issues are often dramatic and dangerous. Our youth workers liaise with family, school and social services outside of club hours. Teenage girls are vulnerable to abuse, and many like Edwina are naïve about the dangers of modern social media. Getting such messages across to an unsettled teenager, who acts on impulse and seems not to listen and learn from experience, is a skilled job. Edwina has been coming to Bede for nearly two years now. The fact that she still comes seems at times to be a miracle. Our hope is that she can learn just enough to avoid her life becoming even more difficult whilst she continues to find her place in the world.

Community Engagement Services – Fostering Community Spirit

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.



Since 2011, Bede has concentrated its community engagement work through the South Bermondsey Partnership and the **Big Local South Bermondsey** initiative on six estates in the neighbourhood. Bede's Principal Officer has acted as Secretary to the Big Local South Bermondsey Partnership which brings together local residents, politicians, businesses, charities, local government officers and investment agencies to enable local people to make life better in the chosen local neighbourhood. Bede has been the constituted charity that hosts the partnership. Bede employs the Big Local South Bermondsey Community Engagement Manager whose skills are key to the success in developing a highly participative "grass roots" movement that sets out and achieves the Partnership's objectives. In 2016, Bede took on a licence to occupy a shopfront in the local Blue market so that the Partnership could launch its new employment training initiative, Big Local Works. The venue has already begun to host training for local entrepreneurs to develop their own small scale businesses, and a Job Club is planned to open 2017.

This Big Local initiative is a 10 year investment, totalling £1million. Administered through the Local Trust, it has led to a marked increase in community activity on the six estates. Spend against the £1million allocation began in December 2012, and, by March 2017, it is clear that the programme is having a real impact on the Astley Cooper, Avondale, Bramcote and Bonamy, CAPIC, Caroline Gardens and Ledbury estates along the busy and air-polluted Old Kent Road. It is an area where many people are affected by unemployment, poor health and disadvantage, and, according to the 2015 Index of Multiple Deprivation, is amongst the 10% most deprived in England.

The Big Local South Bermondsey Partnership aims to enable local people to improve life on their estates and has the potential to benefit up to 7,500 people. Four key priorities have been identified. The first is to improve the use of green and open space on and around the estates and increase the community's sense of ownership. The second is to encourage young people to become actively involved in the area by developing skills that increase their long term prospects. The third is to improve community participation by older people which will improve their mental and physical well-being and provide opportunities for intergenerational activities between young and old. A fourth priority is to leave a long term legacy for the neighbourhood through training for key residents and the development of new economic and environmental initiatives which will directly benefit local residents.

Report of the Council

For the year ended 31 March 2017

A survey of the year ending November 2015 identified that a core group of 45 active volunteers and Partnership members organised 28 programmes (such as classes and lunch clubs that meet regularly) and 55 one off events, resulting in 36,496 attendances during the course of the year. Children and young people accounted for 22,285 attendances, and “green” activities to improve the local environment recorded 1,136 attendances. Over 140 people attended the annual awards ceremony held at Millwall FC in February 2016 to celebrate exceptional contributions to the programme’s success. The results are a greater sense of community spirit, less anxiety, and isolation, physical improvements to the environment, more attractive green spaces and new opportunities for those who get involved to gain skills and qualifications to improve their future prospects.

Big Local South Bermondsey won the 2016 Southwark Stars Award for Community Group of the Year and 2 volunteers won individual Southwark Stars Awards for their contributions to community life.

The focus on developing Big Local Works, and the constitutional implications of taking on such an ambitious project, has meant that some “one-off” activities have not been repeated. Bede will continue to work with the Big Local South Bermondsey Partnership in 2017/18 as it moves towards new, independent, constitutional arrangements best suited for its developing future.

In December 2016, Bede was awarded a grant from the Heritage Lottery Fund 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 plans to collect oral histories of black Millwall fans and engage residents in the northern part of Southwark in an exploration of the relationship between football, youth culture and neighbourhood community. An experienced social

scientist will lead and deliver this project assisted by a team of 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 playing in the local disability football Special League and tournaments.



Premises and Infrastructure

Bede House Association owns the freehold of Bede House, 351 Southwark Park Road, SE16 and has a 60 year lease (expiring in September 2030) on Bede Centre, Abbeyfield Road, SE16. 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. It is now with Southwark's Planning Department, and is expected to be approved in 2017. We 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.



Architects' image of the New Bede Centre at the foot of the Maydew flats, viewed from Southwark Park

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. We have signed a new tenancy agreement that will enable us to continue this work in future years.

Funding infrastructure costs, such as premises, IT, finance, fundraising, communications 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.



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 the new build work could begin on site in 2018. We are therefore planning to move to the new Bede Centre in 2020. Once we have moved, the old Bede Centre will be demolished and Southwark Council plan to 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.

In March 2007, Bede House Association signed a ten year lease 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. We have signed a new tenancy agreement that will enable us to continue this work in future years.

Bede House Association

Report of the Council

For the year ended 31 March 2017

The arrangement with neighbouring charity, Time and Talents, for Bede to provide their day to day finance service is now in its fourth year and is proving to be a model example whereby “back office” services can be shared effectively to mutual benefit. Bede’s financial infrastructure has, in addition to providing a financial service for Time and Talents, also administered small scale funds for the Big Local South Bermondsey Partnership to enable member groups to organise community development activities, such as events and outings.

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. It will take some months before staff are completely familiar with the new technology, but we are confident that Local Sustainability Funding has produced a step change in staff practice in evidencing and communicating our projects’ impact to a range of different audiences.

5. BEDE'S PLACE IN THE COMMUNITY

As a local charity, Bede's impact goes beyond that of its projects by contributing to the local economy and to the quality of life in Bermondsey and Rotherhithe.

Bede's Contribution to the Local Economy of Southwark

Just under half (16) of the 36 staff employed at Bede in 2016/17 lived in Southwark, and nearly all of our 70 volunteers were Southwark residents. Bede has attracted an estimated £497,271 in funding from sources such as Local Trust, Local Sustainability Fund, City Bridge Trust, Garfield Weston, Henry Smith Charity, Comic Relief, Laings and Children in Need 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. Each of these events generally attract over 100 people from all sections of the community.



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. As a result, new businesses, like Co-op, First (formerly First Protocol), Gowling WLG, Sainsbury's in Rotherhithe, and Stella Coffee and Tea chose Bede as their Charity of the Year in 2016/17, whilst others, like Belmond, British Land, Grosvenor, Madano, Periscopix and Winckworth Sherwood continued to support us on a long term basis. We are very grateful to Business in the Community 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 434 individuals were registered and active with *Friends of Bede* by March 31, 2017, up from 325 in March 2016.

Bede welcomed two new Patrons in 2016. Former Bermondsey and Old Southwark MP, Sir Simon Hughes and former Mayor of Southwark Cllr Sunil Chopra, are worthy successors to Barry Albin-Dyer OBE, DL who sadly died in June 2015.

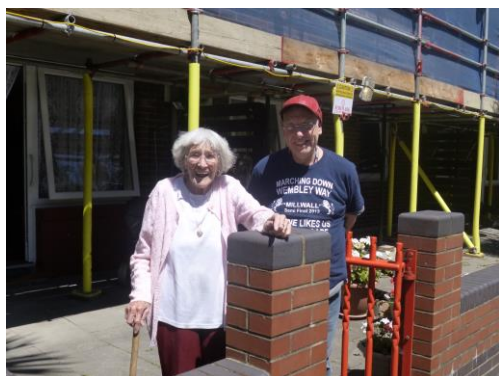
Bede – A Resource for the Community

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 started a new club in April 2016 meeting at Bede Centre on Saturday mornings and Monday evenings. We were also pleased to make the Bede Centre hall available at short notice as a Polling Station for London Mayor and Assembly elections and the EU Referendum in 2016.

It is estimated that there are, on average, over 500 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.

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 Plus and volunteering in the community activities are described in detail in the Learning Disability Services section. Inside Outside alone contributed 1,533 volunteering hours to the overall total of 3,453 volunteering hours in 2016/17.

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.

Bede's Community Engagement Project supports volunteering and local community activity through the Big Local South Bermondsey Partnership. The number of volunteers who play a leading role through the Partnership Board and Sub Groups grew steadily from 14 in 2012/13 to 45 in 2015/16, with the core volunteer group dropping to 24 in 2016/17. Many more volunteer to help at community events and activities organised by Board members.

Bede's has had 13 voluntary Council members who've served throughout the year. Bede has hosted 14 volunteer, student and work experience placements this year in our Learning Disabilities Services, Starfish Domestic Violence Project and Youth Adventure Project. 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 six month placement ran from September 2016 in the Starfish Domestic Violence Project. A further placement is planned for 2018.

There is a long standing arrangement between Bede and the Winant Clayton volunteer exchange programme, going back to the beginning of the programme in the 1950s, where an American volunteer will spend a summer placement



with us. The last placement was in 2015 and we hope new ones will be arranged in the future. A regular placement at the project for a young Norwegian volunteer has also been arranged through the Norwegian YWCA.

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 through Bede Plus. Bede arranged for 45 people to apply for new DBS record checks for volunteering and student roles in Bede projects this year to add to the 20 who completed them in 2015/16. DBS checks are generally valid for three years before they have to be renewed. Overall at least 70 people (94 in 2015/16) 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, and each hour is valued at the London Living Wage of £9.75 an hour, the monetary value of the volunteering that Bede supports is £53,235.

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, bringing local young people into the countryside to experience life outside the city, and supporting local volunteers, through Big Local South Bermondsey, in projects which make their housing estates greener. 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.

6. FINANCIAL REVIEW

Summary of Financial Results

Income of £1,258,076 has increased by £72,499 (up from £1,185,577 in 2015/16). Income less expenditure resulted in a surplus of £72,394 compared to a deficit of £30,353 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 2016/17, our large source of income from Southwark Council and other statutory sources has reduced by 7%. 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 and 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 65% 2015/16. In 2016/17 this reduced further to 59%. Nearly all of the statutory funding, representing 47% of Bede's total income in 2016/17 (50% in 2015/16) 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 whilst recent joint commissioning processes with health authorities offer new conversations, the continuing cuts to Southwark's budget for learning disabilities services 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 2016/17, Bede had over 60 separate funders (50 in 2015/16) and many more individual donors. We estimate that, in 2016/17, 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. The introduction of a new Customer Relationship Management database and system across the organisation in 2017 will be key to our continued success in managing a growing number of relationships in the future.

Bede House Association

Report of the Council

For the year ended 31 March 2017

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 the Charities (Protection and Social Investment) Act 2016 is in the process of clarifying expectations and standards.

In 2016/17 4.3% (4.5% in 2015/16) of income was earned through user fees, bank interest, hire of Bede's facilities and other services. 44% (37% in 2015/16) came through grants from major charitable trusts, the Big Local, personal, business and small trust donations.

Bede received £61,250 of donated income in 2016/17, approximately 5% 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. This 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 434 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, and we ask for feedback whenever the opportunity arises.

We expect that our existing practice will meet the expectations and standards contained in the Charities (Protection and Social Investment) Act 2016 and reviewing its implications for Bede will be a key governance task over the next 12 months.

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. Income from the Personal Budgets for users of our Learning Disabilities Day Services now represent 46% of Bede's total income (50% in 2015/16). This will continue to be managed closely by the senior team and trustees.

The end of year surplus at March 2017 was £72,394 (compared to a deficit of £30,353 in 2015/16). This 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 £ 1,258,076 has increased by £72,499 (up from £1,185,577 in 2015/16). Income less expenditure resulted in a surplus of £72,394 compared to a deficit of £30,353 in the prior year.

Bede House Association

Report of the Council

For the year ended 31 March 2017

Fixed asset movements

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

Cash

The total of cash balances (held at bank and as petty cash) increased from £409,981 at 31 March 2016 to £574,517 at 31 March 2017. This increase was caused by the operational surplus and funding received for the subsequent year. 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:

- 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 combined total of the General Fund and Designated Funds is between one month and three months of projected expenditure.

The projected expenditure for 2017-18 is £1,339,749, which means that at the lower end of the policy the reserves should not fall below £111,465 and at the higher end of the policy, the reserves should not exceed £334,937. The General reserves, at the 31st March 2017, stand at £208,176 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 2016/17.

During the year there was a decrease in restricted funds of £22,616. The surpluses and deficits have been accumulated over the years resulting in a total balance on restricted funds of £16,833 which will be spent in 2017/18.

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 £182,220 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 2017, this fund holds £16,606. 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.

Bede House Association

Report of the Council

For the year ended 31 March 2017

The Maintaining Bede's Premises Fund is set aside for major repairs and premises development. It has been increased to £90,000. The Council keeps under review ways in which this fund might be applied for the future benefit of the charity.

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 £208,176 (March 2016: £192,899). This represents just over two months of 2016/17 expenditure.

The governance costs of the charity for the year totalled £26,863 (2016: £26,848). This represents 2% of income

Free Reserves

The Bede House free reserves were the same as the balance on the General Fund of £208,176 excluding investments (March 2016: £192,899).

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.

7. 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 2018 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 launching a £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 plans for a new Centre for Bede as part of the refurbishment of Maydew House.
- Supporting Big Local South Bermondsey Partnership to become an independent, constituted group
- Preparing to celebrate 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;
- 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 adequate 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.

Bede House Association

Report of the Council

For the year ended 31 March 2017

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: 21 September 2017

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 2017 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 2017 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.

Independent auditor's report

To the members of

Bede House Association

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

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

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.

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

Independent auditor's report

To the members of

Bede House Association

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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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.

Joanna Pittman (Senior statutory auditor)

25 September 2017

for and on behalf of Sayer Vincent LLP, Statutory Auditor

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

Bede House Association

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

For the year ended 31 March 2017

	Note	Unrestricted £	Restricted £	2017 Total £	Unrestricted £	Restricted £	2016 Total £
Income from:							
Donations and legacies	2	78,491	94,835	173,326	72,063	4,834	76,897
Charitable activities							
Domestic Violence Project	3a	-	132,741	132,741	-	110,500	110,500
Learning Disabilities Project	3b	580,012	65,009	645,021	598,367	55,529	653,896
Youth Adventure Project	3c	-	182,866	182,866	-	240,257	240,257
Community engagement	3d	-	84,381	84,381	-	71,347	71,347
Other trading activities	4	38,311	-	38,311	30,886	-	30,886
Investments		1,430	-	1,430	1,794	-	1,794
Total income		698,244	559,832	1,258,076	703,110	482,467	1,185,577
Expenditure on:							
Raising funds		6,121	20,000	26,121	35,108	-	35,108
Charitable activities							
Domestic Violence Project		-	140,232	140,232	24,025	110,500	134,525
Learning Disabilities Project		588,314	125,659	713,973	674,091	55,529	729,620
Youth Adventure Project		3,534	204,586	208,120	-	239,818	239,818
Community engagement		5,265	91,971	97,236	678	76,181	76,859
Total expenditure	5	603,234	582,448	1,185,682	733,902	482,028	1,215,930
Net income / (expenditure) for the year	6	95,010	(22,616)	72,394	(30,792)	439	(30,353)
Transfers between funds		-	-	-	-	-	-
Net movement in funds		95,010	(22,616)	72,394	(30,792)	439	(30,353)
Reconciliation of funds:							
Total funds brought forward		668,258	39,449	707,707	699,050	39,010	738,060
Total funds carried forward		763,268	16,833	780,101	668,258	39,449	707,707

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 2017

	Note	£	2017 £	£	2016 £
Fixed assets:					
Tangible assets	11		198,826		206,727
			198,826		206,727
Current assets:					
Debtors	12	193,348		165,523	
Cash at bank and in hand		574,517		409,981	
			767,865	575,504	
Liabilities:					
Creditors: amounts falling due within one year	13	186,590		74,524	
Net current assets			581,275		500,980
Total net assets			780,101		707,707
The funds of the charity:	16				
Restricted income funds			16,833		39,449
Unrestricted income funds:					
Designated funds - charitable activities		266,266		218,632	
Designated funds - Maintaining Bede's premises fund		90,000		50,000	
Designated funds - fixed asset reserve		16,606		20,747	
Revaluation reserve		182,220		185,980	
General funds		208,176		192,899	
Total unrestricted funds			763,268		668,258
Total charity funds			780,101		707,707

Approved by the trustees on 21 September 2017 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 2017

	Note	2017		2016	
		£	£	£	£
Cash flows from operating activities	17				
Net cash provided by / (used in) operating activities			163,106		(49,173)
Cash flows from investing activities:					
Dividends, interest and rents from investments		1,430		1,794	
Purchase of fixed assets		-		(11,058)	
Net cash provided by / (used in) investing activities			1,430		(9,264)
Change in cash and cash equivalents in the year			164,536		(58,437)
Cash and cash equivalents at the beginning of the year			409,981		468,418
Cash and cash equivalents at the end of the year			574,517		409,981

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 2017

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 2017

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 £	2017 Total £	2016 Total £
Gifts	38,067	14,185	52,252	37,233
Social worker Accreditation	550	-	550	1,200
Concert Ticket Sales	-	-	-	2,082
London marathon 2016	8,444	-	8,444	-
Core Grant LBS	13,902	-	13,902	17,378
Postage Contributions	4	-	4	72
Local Sustainability Fund	-	60,650	60,650	-
Garfield Weston Trust	-	20,000	20,000	-
User Contributions	17,524	-	17,524	18,933
	<u>78,491</u>	<u>94,835</u>	<u>173,326</u>	<u>76,897</u>

Notes to the financial statements

For the year ended 31 March 2017

3 Income from charitable activities

	Unrestricted	Restricted	2017 Total	2016 Total
	£	£	£	£
City Bridge Trust	-	30,000	30,000	29,000
Comic Relief	-	34,234	34,234	37,000
Henry Smith	-	28,600	28,600	28,000
Clare College Bermondsey Trust	-	13,000	13,000	-
Wakefield Tettly	-	10,000	10,000	-
Other funding	-	16,907	16,907	16,500
a) Sub-total for Domestic Violence Project	-	132,741	132,741	110,500
London Borough of Southwark	-	-	-	27,228
Supply of services	580,012	-	580,012	598,367
United St Saviours	-	35,139	35,139	-
Baily Thomas	-	15,000	15,000	-
Other funding	-	14,870	14,870	28,301
b) Sub-total for Learning Disabilities Project	580,012	65,009	645,021	653,896
London Borough of Southwark	-	46,508	46,508	48,459
Children in Need	-	31,000	31,000	30,000
United St Saviours	-	-	-	49,550
John Laing	-	20,000	20,000	20,000
Safe Healthy and Equal Relationships	-	12,288	12,288	-
Other funding	-	73,070	73,070	92,248
c) Sub-total for Youth Adventure Project	-	182,866	182,866	240,257
FSE UnLtd services	-	-	-	9,979
United St Saviours	-	84,381	84,381	61,367
d) Sub-total for Community Engagement	-	84,381	84,381	71,347
Total income from charitable activities	580,012	464,997	1,045,009	1,076,000

4 Income from other trading activities

	Unrestricted	Restricted	2017 Total	2016 Total
	£	£	£	£
Rent of premises	23,646	-	23,646	16,338
Sales of accounting services	14,665	-	14,665	14,548
	38,311	-	38,311	30,886

5 Analysis of expenditure

	Cost of raising funds £	Charitable activities				Governance costs £	Support costs £	2017 Total £	2016 Total £
		Domestic Violence project £	Learning Disabilities Project £	Youth Adventure Project £	Community engagement £				
Staff costs (Note 7)	3,218	92,338	449,866	113,850	42,048	12,848	123,626	837,794	931,808
Other staff costs inc holiday pay accrual	-	3,734	4,454	5,341	285	-	5,104	18,918	16,554
Project Costs	-	5,460	75,083	25,000	14,881	-	34,913	155,337	115,575
Premises costs	-	-	-	-	40	-	11,406	11,446	12,485
Insurance	-	-	-	-	-	-	6,451	6,451	6,575
Postage & stationery	-	99	3,855	549	1,608	-	8,494	14,605	13,495
IT & Communications	-	4,254	3,329	2,803	6,675	-	20,176	37,237	24,699
Repairs & Maintenance	-	8	899	1,366	1,255	-	32,708	36,236	41,645
Sundry	-	230	465	434	908	-	752	2,789	4,177
Bank Charges	-	-	39	33	36	-	1,491	1,599	1,580
Fundraising & Publicity	13,437	-	6,560	9,591	4,663	-	-	34,251	21,162
Other Professional Fees	-	990	-	-	1,869	-	6,013	8,872	4,630
Premises for income generation	3,297	-	-	-	-	-	-	3,297	3,297
Audit & Accountancy	-	-	-	-	-	7,422	-	7,422	7,260
AGM & Trustee expenses	-	-	800	-	3	724	-	1,527	1,537
Depreciation	-	-	-	-	-	-	7,901	7,901	9,451
	19,952	107,113	545,350	158,967	74,271	20,994	259,035	1,185,682	1,215,930
Support costs	5,577	29,942	152,447	44,438	20,762	5,869	(259,035)	-	-
Governance costs	592	3,177	16,176	4,715	2,203	(26,863)	-	-	-
Total expenditure 2017	26,121	140,232	713,973	208,120	97,236	-	-	1,185,682	1,215,930
Total expenditure 2016	35,108	134,525	729,620	239,817	76,859	-	-	1,215,930	

Notes to the financial statements

For the year ended 31 March 2017

6 Net income / (expenditure) for the year

This is stated after charging / (crediting):

	2017	2016
	£	£
Depreciation	7,901	9,451
Operating lease rentals:		
Property	250	250
Other	6,061	4,059
Auditors' remuneration (excluding VAT):		
Audit	5,670	5,450
	=====	=====

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

Staff costs were as follows:

	2017	2016
	£	£
Salaries and wages	731,970	840,628
Redundancy and termination costs	27,064	10,750
Social security costs	61,937	67,910
Employer's contribution to defined contribution pension schemes	16,822	12,519
	=====	=====
	837,794	931,808
	=====	=====

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 £264,315 (2016: £270,811).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2016: £nil). No charity trustee received payment for professional or other services supplied to the charity (2016: £nil).

Trustees expenses totalled £nil (2016 £nil).

8 Staff numbers

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

	2017	2016
	No.	No.
Domestic Violence Project	4.0	4.0
Learning Disabilities Project	22.0	25.0
Youth Adventure Project	6.0	8.0
Community engagement	1.0	1.0
Support	5.0	7.0
	=====	=====
	38.0	45.0
	=====	=====

9 Related party transactions

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 (2016 £0.00). 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 were £440.00 (2016: £240.00).

Notes to the financial statements

For the year ended 31 March 2017

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 of the year	205,000	34,573	54,327	33,641	60,059	36,695	424,295
Additions in year	-	-	-	-	-	-	-
At the end of the year	<u>205,000</u>	<u>34,573</u>	<u>54,327</u>	<u>33,641</u>	<u>60,059</u>	<u>36,695</u>	<u>424,295</u>
Depreciation							
At the start of the year	7,520	34,573	53,872	33,641	51,268	36,695	217,568
Charge for the year	3,760	-	455	-	3,686	-	7,901
At the end of the year	<u>11,280</u>	<u>34,573</u>	<u>54,327</u>	<u>33,641</u>	<u>54,954</u>	<u>36,695</u>	<u>225,469</u>
Net book value							
At the end of the year	<u>193,720</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,105</u>	<u>-</u>	<u>198,826</u>
At the start of the year	<u>197,480</u>	<u>-</u>	<u>455</u>	<u>-</u>	<u>8,791</u>	<u>-</u>	<u>206,727</u>

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

	2017 £	2016 £
Trade debtors	178,328	140,208
Other debtors	-	290
Prepayments	14,628	12,375
Accrued income	392	12,650
	<u>193,348</u>	<u>165,523</u>

13 Creditors: amounts falling due within one year

	2017 £	2016 £
Trade creditors	29,136	18,543
Taxation and social security	14,398	16,981
Other creditors	3,158	4,432
Accruals	30,615	7,260
Deferred income (note 14)	109,282	27,308
	<u>186,590</u>	<u>74,524</u>

Notes to the financial statements

For the year ended 31 March 2017

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 2017-18.

	2017 £	2016 £
Balance at the beginning of the year	27,308	33,709
Amount released to income in the year	(27,308)	(30,888)
Amount deferred in the year	109,282	24,487
	<u>109,282</u>	<u>27,308</u>
Balance at the end of the year	<u>109,282</u>	<u>27,308</u>

15a Analysis of net assets between funds (current 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
	<u>390,396</u>	<u>372,872</u>	<u>16,833</u>	<u>780,101</u>
Net assets at the end of the year	390,396	372,872	16,833	780,101

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

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	185,980	20,747	-	206,727
Net current assets	192,899	268,632	39,449	500,980
	<u>378,879</u>	<u>289,379</u>	<u>39,449</u>	<u>707,707</u>
Net assets at the end of the year	378,879	289,379	39,449	707,707

Notes to the financial statements

For the year ended 31 March 2017

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	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 fund	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

Notes to the financial statements

For the year ended 31 March 2017

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	110,500	(110,500)	-	24,324
Learning Disabilities Project	-	55,529	(55,529)	-	-
Youth Adventure Project	7,096	240,257	(239,818)	-	7,535
Community engagement	7,590	76,181	(76,181)	-	7,590
Total restricted funds	39,010	482,467	(482,028)	-	39,449
					39,449
Unrestricted funds:					
Designated funds:					
Domestic Violence Project	66,305	1,400	(24,498)	6,405	49,612
Learning Disabilities Project	102,264	621,671	(676,654)	40,354	87,635
Youth Adventure Project	80,042	-	-	(844)	79,198
Community engagement	2,231	-	(931)	887	2,187
Fixed Asset fund	15,380	-	-	5,367	20,747
Maintaining Bede's premises	50,000	-	-	-	50,000
Total designated funds	316,222	623,071	(702,083)	52,169	289,379
					289,379
Revaluation reserve	189,740	-	(3,760)	-	185,980
General funds	193,088	80,039	(28,059)	(52,169)	192,899
Total unrestricted funds	699,050	703,110	(733,902)	-	668,258
Total funds	738,060	1,185,577	(1,215,930)	-	707,707

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. Community and 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 is the net book value of the assets.

The designated fund for Domestic Violence, Learning Disabilities, Youth Adventure Project and Big local, 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.

Notes to the financial statements

For the year ended 31 March 2017

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

	2017 £	2016 £
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	72,394	(30,353)
Depreciation charges	7,901	3,451
Losses on investments	-	-
Dividends, interest and rent from investments	(1,430)	(1,794)
Increase in debtors	(27,825)	(25,116)
Increase/(Decrease) in creditors	112,066	4,639
Net cash used in operating activities	163,106	(49,173)

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	
	2017 £	2016 £	2017 £	2016 £
Less than one year	250	250	6,527	3,812
One to five years	1,000	1,000	22,844	6,354
Over five years	1,750	2,000	-	-
	3,000	3,250	29,371	10,166