

Financial Statements

For the year ended 31 March 2011

Lifeline Project

A company limited by guarantee and not
having share capital

Company No 1842240
Registered Charity No 515691



Lifeline Project Ltd
Registered Charity Number 515691

Objectives

The objectives of Lifeline are to relieve poverty, sickness and distress among those persons affected by addiction to drugs of any kind and to educate the public on matters relating to drug misuse

Mission, Vision and Values

Lifeline's objectives are achieved through its stated Mission, Vision and Values

Mission Statement – (why we exist)

We work with individuals, families and communities both to prevent and reduce harm, to promote recovery, and to challenge the inequalities linked to alcohol and drug misuse

Vision Statement – (what we aspire to be)

Our vision is to provide alcohol and drug services that we are proud of, services that value people and achieve change

Values Statement – (the behaviours that guide us)

Lifeline has four core values namely

Improving Lives

We believe in real and sustained change for individuals, families and communities. We build change through responsive local services, where every engagement counts towards a meaningful individual recovery experience.

Effective engagement

We are connected to our stakeholders. We listen and respond to our beneficiaries, partners, communities and workforce in order to continually improve services, experiences and outcomes.

Exceeding Expectations

We have high expectations of what our beneficiaries and workforce can achieve together. We demonstrate this commitment through our work on customer service, diversity, leadership, and performance.

Maintaining Integrity

We are honest and realistic about the multiple issues that contribute to alcohol and drug misuse. This pragmatic and understanding approach helps us in our work to overcome these challenges and develop practical solutions together.

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Trustees' Annual Report

Constitution

Lifeline Project is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association Charity number 515691 Company number 1842240

Directors and trustees

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law Under the Articles, the directors all serve as members of the Council of Management, which constitutes the Board of Directors for the purposes of the Companies Act 2006 Directors may be appointed by ordinary resolution

Board of Trustees (formerly known as the Council of Management)

Trustees serving during the year and at the date the Trustees' Annual Report was approved were –

- Mr John Scampion - Chair
- Ms Jocelyn Jean-Pierre
- Mr Davy Iredale
- Mr Peter Garland
- Mr Peter McDermott (Resigned 24 February 2011)
- Ms Susan Ramprogus
- Mr Len Richards (Appointed 9 December 2010)
- Mr Richard Scorer (Appointed 9 December 2010)
- Mr Nigel de Noronha (Appointed 9 December 2010)
- Clair Evans (Appointed 9 December 2010)

Chief Executive and Company Secretary

Ian Wardle
Registered office
101-103 Oldham Street, Manchester, M4 1LW

Auditors

Mazars LLP, The Lexicon, Mount Street, Manchester, M2 5NT

Bankers

National Westminster Bank Plc, 115 Deansgate, Manchester, M3 2NW
The Co-operative Bank Plc, 1 Balloon Street, Manchester, M60 4EP

Solicitors

Hill Dickinson, 50 Fountain Street, Manchester M2 2AS

Introduction

Lifeline Project Ltd is a well-established, voluntary sector agency that has provided a range of drug and alcohol services since its original foundation as a Manchester based day centre for drug users in 1971. The organisation has become one of the largest charities working within the field of substance misuse delivering a broad range of services throughout England. Lifeline strives to ensure that it performs to the highest standards in terms of governance, management and service delivery whilst retaining its core values of approachability and responsiveness to individual needs.

Lifeline has a reputation for independence and providing services that support both direct clients and the broader population whose lives are affected by drugs. Our reputation is underpinned by a commitment to an independent and broad based knowledge sector that incorporates publications, research, policy review and new media technology.

We are focused on delivering high quality, cost effective and innovative services tailored to the specific demographic and interventional needs of the communities we serve. We provide treatment and education for those affected by drug and alcohol use through a wide portfolio of services and geographical locations. Since its foundation the charity has evolved in response to the ever-increasing problems associated with substance misuse which is reflected in our portfolio of current services.

Lifeline – Current Services & Activity

Area	Service
Children Young People & Family Services	<ul style="list-style-type: none"> • Birmingham • Blackburn • Leeds • Tameside • Salford • Manchester – Eclipse • Manchester – Lifeline for Anyone Who Cares • Calderdale • Tower Hamlets
Harm Minimisation Services & Needle Exchanges	<ul style="list-style-type: none"> • Manchester (Including Community Detox) • Newcastle • Middlesbrough • Redcar & Cleveland • Sunderland
Alcohol Services	<ul style="list-style-type: none"> • Bradford Piccadilly Project • Rotherham • Kirklees • Hackney • Stockton
Integrated Treatment Services	<ul style="list-style-type: none"> • Kirklees Adult Treatment Service • Hackney Community Drugs Service • Tower Hamlets Community Drug Team
Adult Support Services	<ul style="list-style-type: none"> • Manchester Structured Day Care • Calderdale Structured Day Care • Calderdale Progress to Work • Kirklees Structured Day Care • Newcastle Structured Day Care • Tameside Open Access • Central Lancashire Open Access
Prison & Criminal Justice Services	<ul style="list-style-type: none"> • CARAT services provided in prisons throughout Yorkshire, Humberside, North East and West of England • Kirklees Drug Intervention Programme (DIP)
Publications Research and Media	<ul style="list-style-type: none"> • Publications, research and media units promote Lifeline's learning and engagement agenda

Charitable Objectives, Mission, Vision and Values

Lifeline's charitable objects are to relieve poverty, sickness and distress among those persons affected by addiction to drugs of any kind and to educate the public on matters relating to substance misuse. Lifeline promotes an organisational ethos and culture that respects the dignity of those people who require our help and support with drugs and alcohol problems.

Our overarching aim is to deliver attractive and effective responses to the challenges associated with drugs and alcohol use. This applies to the people who receive our services, their families and the wider community who live and work in areas where drug use is problematic.

We place strong emphasis on working collaboratively with clients, commissioners, funding bodies and fellow professionals who work in the sector.

Lifeline works within the Charity Commission's general guidance on public benefit. We review our strategy and objectives each year looking at the achievements and outcomes of our key activities and the benefits that these have brought to the beneficiaries we have been set up to serve. In general, Lifeline's services convey substantial 'public benefit' which include:

- Environmental improvements through needle exchange services that help to reduce the number of used needles found on the streets
- Treatment provision that contributes to reduced drug related crime and anti-social behaviour
- Outreach and Harm reduction services which give out condoms and provide advice and screening on Blood Borne Virus (BBV) which contributes to a decrease in the transmission of sexually transmitted diseases and BBV
- Raising public awareness and knowledge of drug issues and services
- Provide a welcoming and positive environment for clients which contributes to better outcomes of treatment and provide access to clear pathways into sustainable recovery including education, training and employment opportunities

Mission, Vision and Values

During 2010/11 an extensive stakeholder and staff consultation project was conducted to update and articulate Lifeline's Mission, Vision and Values. Over 79% of the workforce took part in the consultation as well as beneficiaries and trustees to produce a revised Mission, Vision and Value statement.

Mission Statement – (why we exist)

We work with individuals, families and communities both to prevent and reduce harm, to promote recovery, and to challenge the inequalities linked to alcohol and drug misuse.

Vision Statement – (what we aspire to be)

Our vision is to provide alcohol and drug services that we are proud of, services that value people and achieve change.

Values Statement – (the behaviours that guide us)

Lifeline has four core values namely:

Improving Lives

We believe in real and sustained change for individuals, families and communities. We build change through responsive local services, where every engagement counts towards a meaningful individual recovery experience.

Effective engagement

We are connected to our stakeholders. We listen and respond to our beneficiaries, partners, communities and workforce in order to continually improve services, experiences and outcomes.

Exceeding Expectations

We have high expectations of what our beneficiaries and workforce can achieve together. We demonstrate this commitment through our work on customer service, diversity, leadership, and performance.

Maintaining Integrity

We are honest and realistic about the multiple issues that contribute to alcohol and drug misuse. This pragmatic and understanding approach helps us in our work to overcome these challenges and develop practical solutions together.

Principal Achievements in 2010/11

(1) Improving Lives

Review of Services

Our core value is to aim to promote real and sustained change for individuals, families and communities. We build change through responsive local services, where every engagement counts towards a meaningful individual recovery experience.

In relation to beneficiaries Lifeline's services reached out to over 41,000 individuals analysed as follows:

Area	Contacts
Young People (Universal)	4,800
Young People (Targeted and Specialist)	4,200
Family Provision provided from Young People Services	790
Advice and information provided to young people via community events and information stalls	10,409
Tier 2	13,800
Tier 3	1,300
Alcohol Services	1,200
Prisons & Criminal Justice	5,000
Total	41,499

The following examples illustrate how Lifeline improves lives through the range of the activity delivered and the outcomes achieved.

Young Persons & Family Services

Birmingham The service was awarded to Lifeline in July 2010 and was completely restructured to deliver a range of targeted and specialist services to over 800 children and young people. Training of professionals and key stakeholders is an important and successful component of the service. Young people in Birmingham can now access high quality services to meet their needs.

Blackburn During 2010/11 the Blackburn Young Persons Service worked with over 800 young people to address their substance use issues at both targeted and specialist treatment, with a focus on reducing harm to the young person and to society as a whole.

Tameside The 'Branching Out' service provides direct support to young people, parents and carers. The overall performance for 2010/11 consistently achieved all former NTA targets that were in place at the commencement of 2010, including 74% of 'Discharges' being positive. The service provided targeted and specialist treatment to over 750 young people. The work of the service's Alcohol Development Worker was featured in the Manchester Evening News as part of Alcohol Awareness Week.

Salford Lifeline's Young Persons 'SMART' service directly engaged with 233 children and young people in targeted services and 216 in specialist treatment in 2010/11

Manchester's Eclipse Service The service worked with families to improve functioning, build resilience and prevent intergenerational substance misuse. A total of 330 young people were in specialist treatment at Eclipse in 2010/11 and over 500 were in targeted provision

Calderdale The service worked with 54 families last year and exceeded its target of providing 5,000 people with drug and alcohol education sessions. The service continues to offer a range of activities which includes needs assessment, information, advice and guidance, harm reduction, motivational interviewing, signposting, clinical treatment and a range of other interventions

Tower Hamlets In 2010/11 Lifeline's Young Persons Service provided specialist treatment to 128 young people of which 56% were from BME groups. Our service continued to provide universal and targeted services to over 4,000 children and young people

Harm Minimisation Services & Needle Exchange Services

Manchester The Harm Reduction Service continued its pivotal role with regard to the distribution and disposal of injecting equipment and blood borne virus prevention. The service has a strong reputation for client engagement and a willingness to listen

Newcastle The Harm Minimisation Service has now put in place a medical treatment room and a complimentary therapies room to offer a full spectrum of support to clients accessing services. The Outlook project continues to see significant numbers of clients and provides key support to enable individuals to achieve their recovery and goals

Middlesbrough, Redcar & Cleveland During the year Lifeline delivered Harm Minimisation services throughout an extended area of the North East. Our Middlesbrough and Redcar bases maintained their high levels of activity, seeing an average of 3,000 clients. In Redcar an Alcohol pilot commenced with 55 referrals and provided 466 sessions with 87% attendance

Sunderland Harm Minimisation Commissioners regularly express their satisfaction with both the outputs and outcomes from the Sunderland service. During 2010/11, a parenting group commenced as part of the Strengthening Communities/Strengthening Families agenda

Alcohol Services

Bradford During 2010/11 the Piccadilly Alcohol service dealt with over 817 new presentations and were able to report numerous positive outcomes including 300 individuals reducing their alcohol consumption and 133 individuals improving their physical and psychological health

Rotherham During 2010/11 the Milton House Project has received 621 new referrals and delivered over 1,900 structured interventions. The service continues to exceed its targets for delivery of ATR and Stop Binge Drinking orders delivered in partnership with South Yorkshire Probation

Kirklees The Alcohol Service maintained its strong performance and achieved a 76% successful completion rate against a target of 65%

Stockton The Alcohol Service was awarded to Lifeline and commenced on 1st October 2010

Hackney During 2010/11 Lifeline was awarded the Alcohol Service (in partnership with the East London Foundation Trust)

Integrated Treatment Services

Hackney The service underwent significant investment and redevelopment and now delivers high quality interventions across the first 3 treatment tiers for drug and alcohol using clients. During 2010/11 the service expanded following the award of two contracts to deliver a Stimulant Treatment Service and an Alcohol Service. Lifeline is now the hub of Open Access and Harm Reduction provision in the borough across both client groups, housed in spacious, well equipped premises which cater for the needs of problem drug and alcohol users throughout their treatment journey.

Kirklees The service exceeded both local and national targets for numbers of clients successfully completing treatment with the Drugs Service achieving 58% against a target of 50%.

Tower Hamlets The Community Drug Team (CDT) has evidenced a consistent improvement in its planned discharge rates which are currently up to 17% and has also established an aftercare and life skills programme which supports clients in engagement with meaningful activities including voluntary work and education with a view towards reintegration with the community and employers.

Adult Support Services

Central Lancashire Open Access The new service has approximately 60 individuals accessing Recovery activities at its base in Lune Street, Preston and has met its targets for Single Point of Contact. Within the service the number of clients accessing Recovery elements has grown rapidly with all the programmes well attended. The Outreach team has done excellent work in identifying individuals not in any Recovery programme and encouraging them to seek support.

Tameside Tier 2 Open Access The service commenced in 2010/11 and works alongside existing provision to provide additional support for existing clients and engages with clients out of treatment. The service is very practical in focus, in that it offers clients the support they need to address current issues whilst focusing on longer term recovery. The new team based at The Blanford Centre in Ashton-under-Lyne are quickly establishing a 'can do' reputation across Tameside.

Prisons & Criminal Justice Services

Prisons During the year Lifeline continued to deliver cost effective and high quality Care Assessment Referral Advice and Through-care services to offenders in custody across the North West, Yorkshire & Humberside and the North East. The service met and exceeded contractual service level performance and quality criteria.

Kirklees The Criminal Justice Service achieved 58% against a target of 50% for successful completions which was above the national and regional average for successful completions.

Service Growth and Sustainability

Service growth and sustainability in terms of both service type and geographical location is critical to Lifeline's success. Through growth Lifeline will both achieve its charitable objectives and provide resources to underpin its financial security. During the year a number of new contracts were won which have now commenced service delivery, including

- Tameside Tier 2 Open Access - £480k over 3 years
- Hackney Stimulant Treatment Service - £1,020k over 3 years
- Central Lancashire Open Access Service - £1,380k over 3 years
- Hackney Alcohol Service – £1,400k over 3 years

(2) Effective Engagement

Our core value is to connect to our stakeholders. We listen and respond to our beneficiaries, partners, communities and workforce in order to continually improve services, experiences and outcomes

Engagement with service-users is integral to our service provision and provides vital feedback that enables services to maintain high standards in terms of relevance and quality. Currently Lifeline has recently commenced a new innovative project aimed at collecting people's view about drug treatment in order to inform improvements and promote wider debate. The work of this major project will be launched and reported on in 2011/12.

Notable examples of engagement and feedback during 2010/11 include

Core Question System - During the year a new organisation wide quantitative service user feedback system has been introduced (in addition to existing local feedback and engagement systems). All clients across Lifeline are asked, on a periodic basis, three standard 'Core Questions' and rated responses are collated centrally. Current responses and questions are as follows (taken from March 2011 data)

Core Question	Rating
The service has met my needs	3.3 out of 4
I am satisfied with the way the staff have treated me	3.4 out of 4
I have made positive steps to improve my life	3.1 out of 4

Bradford Piccadilly Alcohol Project – A Service User Representative (SUR) is elected by peers and holds weekly drop-in sessions to gather feedback and suggestions about how the service is operating as well as a forum for complaints. Information is then fed back into the Service User Forum on a monthly basis. The SUR also attends our team meetings on a monthly basis. Mystery shopping exercises have also been conducted with the results fed back to commissioners.

Prisons Work (CARATS) – Lifeline facilitated prisoner focus groups to establish the service user views about prison based drug treatment services. Reports from these focus groups have been instrumental in informing the development of service provision both locally and regionally.

Tower Hamlets In 2010/11 the Young Persons Service achieved the Department of Health "Your Welcome" status which recognises services that deliver appropriate and young people friendly services. Overall the service scored 97.7% in meeting the 'Your Welcome Award' criteria and provided the service with a benchmark for current and future delivery.

Calderdale Branching Out The Young Persons service was another recipient of the "Your Welcome" award which was an important initiative as it endorsed the service's high standards of accessibility, relevance and 'young person friendliness'. Branching Out was one of the first services to use tools such as Facebook effectively, with 927 young people currently accessing the profile. This method of contacting young people has fast become the most effective way of engagement and during the summer school holidays this year at least 60% of caseloads were contactable in this way alone.

Calderdale Calderdale has a particularly high rate of alcohol related admissions to A&E and as a response the Branching Out service has worked together with NHS and the Adult alcohol team to allocate half day clinics for young people to be seen for assessment following on from attending hospital. The project is in its early stages but will hopefully work some way towards reducing the numbers of young people attending A&E.

Newcastle Outlook Newcastle has also been identified as having a higher prevalence of binge drinking, harmful and dependent drinkers and alcohol-related ill health. As a response to this escalating problem Lifeline was commissioned to provide a Brief Intervention Alcohol Practitioner which will act as a pilot for future alcohol interventions in Newcastle.

Newcastle Harm Minimisation The service does not just restrict its activities to clients accessing injecting equipment and a large proportion of the interventions that take place provide support with other matters such as housing and benefit advice, pregnancy testing and complementary therapies. The service's high level of engagement is evidenced in a recent client feedback as shown below

'I feel positive that the staff are here to help. I have had help with my vaccinations, and they always take time to speak to us about any problems. If the service wasn't here people would use dirty equipment. I like the notice board giving up to date drug warnings and I can get fruit and a hot drink. The staff are friendly and treat people the way we want to be treated, they helped me sort out my dole.'

Sunderland Harm Minimisation Sunderland social services identified a large quantity of cases of substance misusing parents and in a direct response Lifeline delivered awareness sessions for social workers covering the different categories and effects of substance misuse

(3) Exceeding Expectations

Our core value is our commitment to realising high expectations of what our beneficiaries and workforce can achieve together. We demonstrate this commitment through our work on customer service, diversity, leadership, and performance.

Despite the increasingly challenging financial climate, Lifeline invested approximately £148k in training and development activity, an average of £257 per employee (2010 £300 per employee). At a corporate level, Lifeline has, through its Human Resources department, focused its activities on implementing policies, programmes and practices designed to develop our workforce whose skills, commitment and energies stand out as our organisation's key resource and asset.

Key activities at a project level have included

Kirklees Lifeline's Peer Education course was awarded a Grade 1 by Kirklees Adult Learning Department which meant that, according to the OFSTED Inspection Handbook

'The lesson will have been conducted with flair, energy and imagination. All learners will have experienced a positive and outstanding learning experience. Outstanding Teaching and training will consistently challenge all learners and activities will be matched closely to learners' needs.'

Manchester Eclipse In recognition of the excellent complex families training and in response to a recent Serious Case Review (SCR), Eclipse is working in collaboration with the Manchester Safeguarding Board to develop a two-day training programme relating to adults' harmful substance misuse and its impact on parenting capacity. The training is targeted at Social Workers, Police Officers, Drug and Alcohol Workers and Health Visitors.

Tower Hamlets In October the Young Persons service, in collaboration with the borough's Community Safety Team, helped set up and deliver the Junior Citizenship Programme which ran a rolling workshop targeting young people aged 9-11 years.

Publications The Department has been externally certified as a provider of high quality health and social care information under the Department of Health's Information Standard scheme (see below). During 2010/11 a six-month assessment process looked in depth at every aspect of the department's research and production methods, quality and experience of our staff. The required standard was achieved and consequently Lifeline was awarded The Information Standard quality mark in 2011/12, which will now be displayed on our information products and website. Lifeline is the only provider of drug information to achieve this standard.

(4) Maintaining Integrity

Our core value is that we are honest and realistic about the multiple issues that contribute to alcohol and drug misuse. This pragmatic and understanding approach helps us in our work to overcome these challenges and develop practical solutions together.

Part of Lifeline's original philosophy and mission was that of 'telling the truth about drugs' and this theme will continue through the organisation's revised value of maintaining integrity.

Community Training & Awareness Raising – A core aspect of maintaining integrity is that of educating and informing the broader community on core issues. For example, Bradford's Piccadilly project provided drug and alcohol awareness training to over 300 beneficiaries and community stakeholders. Sunderland Harm Minimisation Service ran community events and school drug awareness sessions.

Calderdale The Young Person's Branching Out service worked in partnership with the NHS to deliver professional theatre productions to raise awareness of the dangers of alcohol in selected schools in the area. The theatre production visited 14 schools and the campaign enabled the service to develop links with the schools which resulted in more bookings for further awareness sessions around both alcohol and drug awareness.

Manchester Eclipse The service has delivered new training to fellow professionals on 'Working with Complex Families'. The work focuses on the reality of living with parental substance misuse from a child and parental perspective and looks at how to break the cycle of intergenerational substance misuse and learn from serious case reviews. Recent evaluations evidenced that professionals rated the training as 'excellent'.

Birmingham The service welcomed a senior group from Bangladesh who wanted to gain an understanding of how services for young people are designed and delivered. The group had been tasked with the responsibility of setting up a service for young people with addiction issues in Bangladesh and were particularly impressed with how clients contribute to their own "Holistic Treatment Care Plan". Our Lifeline practitioners explained this process and the benefits of successful completion of treatment journeys including the positive outcomes achieved by young people.

Research: The Department was commissioned to undertake a piece of work assessing the extent of hidden populations of injecting drug users across Redcar and Cleveland and specifically Amphetamine and Steroid users. Data from all local needle exchanges was uploaded for a three month period and a statistical model developed to estimate the hidden populations.

Use of Volunteers and Students

The contribution of volunteers (including student placements) is crucial to the success and unique culture of Lifeline. During 2010/11 approximately 200 volunteers were utilised which equated to approximately 1,635 hours a week. Based on a minimum wage of £5.93 per hour this provides an annual valuation of £504,169.

Volunteers and students bring with them a diverse range of academic and professional disciplines and provide services with new and emerging theories and practices which remain vital to the continued progression of the service.

Volunteers and students are used in a variety of roles and all receive formal induction, supervision and training and attend volunteer team meetings which include updates on training opportunities and jobs. Volunteers are involved in all aspects of service delivery including supporting clients, offsite activities, liaison with partner agencies, developing information resources and service evaluation. Some examples of Lifeline's volunteer activity include:

Lifeline Bradford: Currently has a team of 11 volunteers who each fulfil different roles within the project including Support Group Peer facilitation, Structured Day Care support, recovery group facilitation, and reception duties. The role of the volunteer within this project is invaluable to support a diverse and busy service.

Lifeline Kirklees: Approximately 32 volunteers assist the services in a variety of roles ranging from direct support work to administrative assistance within the service.

Lifeline East Lancashire: Volunteers have been involved with Blackburn's Young Persons Service since October 2009. However, in response to funding reductions and the need to build capacity, the role of volunteers has never been more critical. In the spirit of the Big Society agenda and the Localities Bill the service is currently recruiting more volunteers.

Lifeline's Manchester Harm Reduction Service: Volunteers and students fulfil a variety of roles including Support Work, cleaning duties, stock replenishment, monitor sharp bin provision, marketing and promotions. The success of the volunteer programme can be seen in that a number of existing Lifeline staff commenced their career with us as volunteers.

Lifeline Teeside (Middlesbrough, Redcar & Stockton): The service currently retains 26 active volunteers involved in a range of activities to support service delivery including needle exchange work, cooking groups, complementary therapies, diversionary activities, in-house engagement work, counselling and home visits.

Innovative and New Areas of Funding and Service Delivery

Some examples of innovative and new areas of funding and service delivery include

Salford Young Persons Service (SMART) The service was successfully awarded £120,000 Comic Relief funding for the next three years to fund an Alcohol Worker and to deliver group diversionary activities (therapeutic, artistic and sports/team building related) This activity will encourage young people to develop healthy attitudes to drinking and make more informed positive life choices

East Lancashire: Like other Young People's services, Lifeline's Blackburn service has suffered substantial funding reductions and has adopted a number of innovative ways in which to raise funds to enhance service delivery and support for young people and communities. An example is positive partnership working with the Soroptimists organisation to assist in developing and delivering fund raising events in local communities - a prime example of local people raising funds for local service delivery they believe in

Bradford The Piccadilly Alcohol Project received a one-off payment of £4,500 from the local Commissioners to develop a Peer Recovery Programme to support the district's recovery agenda. The funding was used to provide Facilitator support/training and administration to enable the development of SMART and other peer recovery resources across the district

Rotherham Additional funding was awarded for a new peer mentoring service to commence in April 2011 which will build community capacity through the development of a self sustaining peer mentor network, focused on recovery outcomes. The service has also attracted additional funding for one off projects including providing support for vulnerable clients over the Christmas, New Year and Easter periods and developing a work based alcohol intervention

Tower Hamlets The CDT was granted an additional £99,000 to facilitate the delivery of Community Care assessments for the borough, which involved developing a new community care processes

Calderdale Lifeline was successful in securing total funding of £100,000 over 3 years from the JP Getty trust to provide assertive outreach to offenders who are engaged by Integrated Offender Management (IOM) in Calderdale. This will provide one to one and group support around drug and alcohol issues, focused recovery work and wrap around support for social reintegration in order to reduce the risk of reoffending

Publications The Department was commissioned to produce a targeted awareness campaign for illicit benzodiazepine users in Redcar and Cleveland. Working with staff and service users a report was produced titled '*Wobbled Up*', to outline the issues and target audience. The work was further publicised through a campaign consisting of an animated film (see below) with an accompanying booklet and website (www.wobblystan.co.uk) The production process behind *Wobbly Stan* was used as an example of our work in the recently successful Information Standard accreditation process

Financial Review

Despite the increasingly challenging funding environment, Lifeline produced a positive financial outcome for the year with a net increase in resources of £640,094 (2010 £810,142). Once appropriate reserve transfers were made and project funds designated, a small surplus of £65,590 was left and the level of general funds increased accordingly.

Income during the year amounted to £21,401,945 (2010 £21,805,947) representing a reduction of 2% on the previous year. The amount of "Voluntary income" was £169,680 (2010 £219,321) and investment income amounted to £1,215 (2010 £1,014) reflecting both the current downturn in the economy and the reduced availability of surplus funds.

Income from charitable activity decreased by 1% to £20,179,149 (2010 £20,375,871), the majority of which derives from contracts commissioned from a wide spectrum of public bodies.

Other Incoming Resources amounted to £1,051,901 which related mainly to additional one-off funding received for premises refurbishment in Hackney and Kirklees.

Total resources expended during the year amounted to £20,761,851 (2010 £20,995,805), a decrease of 1% broadly in proportion to income.

Cash balances were strong and amounted to £1,616,735 (2010 £499,386).

Disabled Persons

Lifeline's policy is to give full and fair consideration to applications for employment made by disabled persons, having regard to their particular aptitude and abilities. Lifeline meets all legislative requirements, including the Disability Discrimination Act, to ensure equality of access and opportunity regarding recruitment and professional development.

Disabled employees receive appropriate training to promote their career development within the charity and those employees who become disabled are retained wherever possible in their existing posts or retrained for suitable alternative posts.

Plans for 2011/12 and beyond

At a corporate level major plans for 2011/12 include:

- Ongoing development and review of existing corporate policies and strategies
- Ongoing development of our new Central Information System (LCIS) to collate and integrate key data from all our services and central departments
- Launch and Communicate Lifeline's revised Mission Vision and Values
- Full review of our strategic framework including the implementation of an annual Strategy Map and Balanced Scorecard
- Successful registration with the Care Quality Commission
- Achievement of Financial Targets including maintaining general reserves

At a service level, major plans include:

- **Central Lancashire** - To open Breakfast Club for clients on Saturday mornings
- **Teeside** - To recruit volunteer administrators to take responsibility for a range of administration duties and assist in the implementation of new data management processes
- **Newcastle Outlook Service** - To re-launch the Outlook Day programme and extend the services Alcohol work
- **Hackney** - The Alcohol Service to be fully operational in 2011/12

Structure, Governance and Management

The Board of Trustees (formerly referred to as Members of the Council of Management)

The Board of Trustees is responsible for setting the strategic direction and providing leadership to the organisation. Trustees are selected on the basis of their relevant skills and undergo a formal induction programme. All Trustees regularly visit Lifeline projects and operational commands, in order to familiarise themselves with the work undertaken in respect of the achievement of Lifeline's charitable objects.

All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 8 to the accounts.

The full Board of Trustees met formally on 6 occasions during 2010/11.

Governance Review

Following an extensive Governance Review, a Finance Committee was established to deal specifically with Finance and Resourcing issues. The Finance Committee reports to the Board and commenced on November 2010 and met formally on 3 occasions during 2010/11.

Management and the Role of Senior Staff

The Board of Trustees delegates the day-to-day running of the organisation to the Chief Executive including the formulation and implementation of appropriate policies.

The Chief Executive attends all Board and Management Board meetings together with the Heads of Directorate. The Chief Executive and Heads of Directorate regularly report on operational matters and the Head of Finance and Central Services Directorate presents a comprehensive report on the financial position including out-turn against budget, management accounts and cash flow forecasts.

Information and Key Reports

An annual budget is prepared each year by the Head of Finance and Central Services Directorate for approval by the Board of Trustees, together with regular financial reports and forecasts, which inform Trustees of financial performance.

Management information and performance analysis is continually reviewed in order to ensure that the Board of Trustees receives adequate and appropriate information. At each Board meeting it is common for senior members of staff with different operational areas of responsibility to attend and give a presentation to Trustees on various topics. This ensures that Trustees are kept fully abreast of developments and opportunities, and enables senior staff to have regular contact with Trustees.

Reports on bidding activity is a fixed agenda item at Board meetings, informing Trustees of bids for new work made or ones that are in progress. This ensures that Trustees are fully aware of developments in this important area and allows monitoring of Lifeline's strategic aim of service growth.

Reserves Policy

As agreed with Trustees, Lifeline's current target is to maintain general reserves at around £1million to ensure that the Charity's overall financial position and core activities are secure. As at 31 March 2011 general reserves were £1,003,809. Total Reserves as at 31 March 2011 were £4,400,822 of which £32,913 was classified as restricted.

The target level of general free reserves is reviewed regularly by Trustees to ensure that the target is appropriate. Reserves are held to enable Lifeline to discharge its commitments to its stakeholders and in particular such commitments reflect:

- The need to cover predominant financial risks of the organisation
- The need to maintain operational working capital
- The need to provide funds for developing existing and new services

Investment Policy

The majority of Lifeline's income derives from ongoing service contracts, and therefore resources available to enter into long-term investments are limited. When available, surplus cash is invested in money market accounts to earn additional investment income. However, during 2010/11 the worsening economic climate resulted in a reduction in available surplus cash and minimal interest rates such that investment income for 2010/11 was £1,215 (2010: £1,014).

Management of Key Risks

Lifeline's policy with regard to risk identification, assessment and management is an embedded process that is regularly reviewed. Trustees have an overall responsibility for ensuring that the charity has proper systems in place to identify and manage the organisation's major strategic, financial and operational risks.

Trustees and senior management ensure that such risks are regularly reviewed and appropriate actions taken, where possible, to mitigate the probability and impact of these risks.

The major financial risk for Lifeline is the extent of reliance placed on major contracts from commissioners. Lifeline continues to monitor and mitigate these risks wherever possible and adheres to Charity Commission Guidance (CC37 – Charities & Public Service Delivery).

Lifeline manages its cash flow through close monitoring of liquidity and cash flow forecasts are regularly reported to Trustees.

Trustees have assessed the relevant major risks to which Lifeline is exposed and are satisfied that systems are in place to mitigate the effects of these risks. The Board of Trustees receives regular advice from their solicitors in connection with compliance with law and regulation and the solicitor attends Board meetings as and when required.

Trustees' Responsibilities

The Board of Trustees are the directors for the purposes of company law, which requires them to prepare accounts for each financial year, which give a true and fair view of the state of affairs of the company and of the net income or expenditure of the company for that period. In preparing those accounts, the directors are required to

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business

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

The directors also confirm that, as far as they are aware, there is no relevant audit information of which the charity's auditors are unaware and they have taken all steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Public Benefit Statement

The Trustees confirm they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit 'Charities and Public Benefit'.

Lifeline's charitable mission is to 'relieve poverty, sickness and distress among those persons affected by addiction to drugs of any kind and to educate the public on matters relating to drug misuse'. The Trustees ensure that this purpose is carried out for the public benefit by delivering such services that are valued by clients and commissioners.

Lifeline's services are available to everyone and are provided free to beneficiaries at the point of need.

Appointment of Auditors

A resolution to reappoint Mazars LLP as auditors to the Company will be proposed at the Annual General Meeting in December 2011.

Signed on behalf of the Board of Trustees



Signed
D Iredale
Trustee

14/9/11

Independent auditors' report to the Members of Lifeline Project Limited

We have audited the financial statements of Lifeline Project Limited for the year ended 31 March 2011 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 18, the trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors. This report is made solely to the charity'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 charity'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 charity and the charity's members as a body for our audit work, for this report, or for the opinions we have formed.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the APB's web-site at www.frc.org.uk/apb/scope/private.cfm.

Opinion on the financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charity's affairs as at 31 March 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

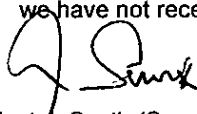
Opinion on the other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit.



Alastair Smith (Senior Statutory Auditor)

for and on behalf of Mazars LLP, Chartered Accountants and Statutory Auditor

The Lexicon
Mount Street
Manchester
M2 5NT
14 09 11

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2011**

	Notes	Unrestricted Funds 2011 £	Restricted Funds 2011 £	Total 2011 £	Total 2010 £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income					
Donations	2	5,990	163,690	169,680	219,321
Activities for generating funds					
Investment income and interest		1,215	-	1,215	1,014
Incoming resources from charitable activities	3	20,179,149	-	20,179,149	20,375,871
Other incoming resources	4	1,051,901	-	1,051,901	1,209,741
Total incoming resources		21,238,255	163,690	21,401,945	21,805,947
Resources expended					
Charitable activities	5	20,511,514	215,929	20,727,443	20,952,313
Governance costs	6	34,408	-	34,408	43,492
Total resources expended		20,545,922	215,929	20,761,851	20,995,805
Net incoming resources before transfers	7	692,333	(52,239)	640,094	810,142
Transfers	16	(6,974)	6,974	-	-
Net incoming/(outgoing) resources for the year		685,359	(45,265)	640,094	810,142
Balance brought forward at 1 April 2010	16	3,682,550	78,178	3,760,728	2,950,586
Balance carried forward at 31 March 2011	16	4,367,909	32,913	4,400,822	3,760,728

The statement of financial activities includes all gains and losses recognised in the year

All incoming and expended resources derive from continuing activities

**BALANCE SHEET
AS AT 31 MARCH 2011**

	Notes	2011 £	2010 £
Fixed assets	10	3,174,419	2,450,680
Current assets			
Stock		32,712	28,443
Debtors	11	2,922,922	4,202,092
Cash at bank and in hand		1,616,735	499,386
		4,572,369	4,729,921
Creditors amounts falling due within one year	12	(3,180,147)	(3,226,114)
Net current assets		1,392,222	1,503,807
Total assets less current liabilities		4,566,641	3,954,487
Creditors amounts falling due after more than one year	13	(165,819)	(193,759)
Net assets		4,400,822	3,760,728
Unrestricted funds	16		
Designated funds		3,364,100	2,744,331
General funds		1,003,809	938,219
		4,367,909	3,682,550
Restricted funds	16	32,913	78,178
		4,400,822	3,760,728

Approved by the Board of Trustees and signed on their behalf by

J Scampion
Chair

J Scampion
14/9/2011

A company limited by guarantee and not having share capital
Company No 1842240
Registered Charity No 515691

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2011**

	Notes	2011 £	2010 £
Operating activities			
Net incoming resources		640,094	810,142
Investment income and interest		(1,215)	(1,014)
Interest paid		4,629	5,999
Depreciation		645,723	429,545
Cash (outflow)/inflow from movements in stock		(4,269)	15,248
Cash inflow/(outflow) from movements in debtors		1,279,170	(1,216,834)
Cash (outflow)/inflow from movements in creditors		(45,967)	343,563
Cash flows from operating activities		2,518,165	386,649
Returns on investment and servicing of finance			
Investment income and interest		1,215	1,014
Interest paid		(4,629)	(5,999)
Cash (outflow) from returns on investments and servicing of finance		(3,414)	(4,985)
Capital expenditure			
Payments to acquire tangible fixed assets		(1,369,462)	(1,593,750)
Cash (outflow) from capital expenditure		(1,369,462)	(1,593,750)
Cash inflow/(outflow) before financing		1,145,289	(1,212,086)
Financing			
Bank loan paid	18	(27,940)	(40,701)
Cash inflow from financing		(27,940)	(40,701)
Increase/(decrease) in cash in the year	18	1,117,349	(1,252,787)

**Notes to the Financial Statements
for the year ended 31 March 2011**

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006 and follow the recommendations in Accounting and Reporting by Charities Statement of Recommended Practice issued in March 2005 (SORP 2005) and applicable accounting standards

The principal accounting policies adopted in the preparation of the financial statements are as follows

b) Company status

The charity is a company limited by guarantee. The liability in respect of the guarantee as set out in the memorandum is limited to £1 per member of the company. The company has availed itself of the provisions in the Companies Act and adapted the Companies Act formats to reflect the special nature of the company's activities.

c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Incoming resources from charitable activities, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

d) Resources expended

Resources expended are recognised on an accruals basis as a liability is incurred. Resources expended include any VAT which cannot be fully recovered, and are reported as part of the expenditure to which they relate.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of staff resources.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and costs linked to the strategic management of the charity.

e) Fund accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

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

**Notes to the Financial Statements
for the year ended 31 March 2011**

continued...

Restricted funds are subject to specific restrictive conditions imposed by donors or by the nature of the appeal. The purpose and use of the restricted funds are set out in the notes to the financial statements.

f) Tangible fixed assets and depreciation

Tangible fixed assets that have been acquired for annual or short term funded projects are written off in the year of acquisition, apart from land and buildings.

In general, tangible fixed assets with a cost over £500 and all vehicles are capitalised in the financial statements, and are stated at cost less depreciation. Depreciation has been provided at rates calculated to write off the cost less residual value over their expected useful lives as follows:

Freehold property	4%	straight line
Property improvements	20%	straight line
Computer equipment	33%/100%	straight line
Vehicle	25%	straight line
Leasehold improvements		over the term of the lease

g) Stock

Stock has been valued at the lower of cost or net realisable value in accordance with SSAP 9.

h) Pensions costs

Certain employees are members of a defined contribution pension scheme. The contributions to the scheme are charged to the statement of financial activities as they become payable in accordance with FRS17.

i) Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

2. Donations

	Unrestricted	Restricted	2011 Total	2010 Total
	£	£	£	£
General donations	5,990	-	5,990	6,213
Lifeline for Anyone	-	17,150	17,150	18,693
Comic Relief	-	74,738	74,738	120,171
Family and Parenting Institute	-	71,802	71,802	74,244
	<u>5,990</u>	<u>163,690</u>	<u>169,680</u>	<u>219,321</u>

**Notes to the Financial Statements
for the year ended 31 March 2011**

3. Incoming resources from charitable activities

	Unrestricted	Restricted	2011 Total	2010 Total
	£	£	£	£
Substance misuse services	20,011,155	-	20,011,155	20,108,783
Educational publications, information, research, training and consultancy	167,994	-	167,994	267,088
	<u>20,179,149</u>	<u>-</u>	<u>20,179,149</u>	<u>20,375,871</u>

Substance misuse services - income received for delivering a service to assist persons and their families and dependants affected by the misuse of drugs Fees were received as follows

	2011 £	2010 £
Kirklees PCT	5,044,585	5,121,380
HM Prison Service	4,714,684	5,329,437
Hackney Council	1,976,963	1,625,380
London Borough of Tower Hamlets	1,154,626	1,197,359
Manchester City Council	1,065,957	1,258,494
Birmingham City Council	524,871	-
Blackburn & Darwen PCT	466,943	470,105
Calderdale Safer & Stronger/Calderdale PCT	418,005	500,074
Safer Newcastle Drug Support Unit	406,492	427,218
Bradford & Airedale PCT	396,296	352,190
Safer Middlesbrough Partnership	349,621	375,882
Salford Council	327,767	221,673
Job Centre Plus	320,199	312,040
Sunderland Safer Communities Drug Team	279,763	338,500
Redcar & Cleveland PCT	257,675	246,845
Stockton Council	247,500	-
Rotherham PCT/ Rotherham Council	243,308	110,556
Tameside Metropolitan Borough Council	240,784	250,940
Kirklees Metropolitan Borough Council	230,476	560,240
GMW	230,000	-
Department for Work and Pensions	201,086	191,902
Safer Leeds Community	124,000	316,860
Bradford MBC	109,464	19,987
Enfield Council	-	237,674
Others	680,090	644,047
	<u>20,011,155</u>	<u>20,108,783</u>

Sales income

Income received from publication sales and the provision of training and consultancy

4. Other incoming resources

	2011 £	2010 £
Other incoming resources	<u>1,051,901</u>	<u>1,209,741</u>

Other incoming resources relate to the reimbursement of amounts spent on the Hackney and Tudor Grove building projects

**Notes to the Financial Statements
for the year ended 31 March 2011**

5. Resources expended - cost of activities in furtherance of the charity's objects

	Direct costs £	Support costs £	2011 £	2010 £
Substance misuse services	18,928,618	1,593,867	20,522,485	20,534,760
Educational publications, information, research, training and consultancy	195,598	9,360	204,958	417,553
	<u>19,124,216</u>	<u>1,603,227</u>	<u>20,727,443</u>	<u>20,952,313</u>

6. Governance costs

	2011 £	2010 £
Travel	429	196
Insurance	12,709	13,279
Room hire and accommodation	5,102	4,065
Professional fees	-	11,692
Auditors' remuneration - statutory audit	14,981	14,260
Auditors' remuneration - other services	1,187	-
	<u>34,408</u>	<u>43,492</u>

7. Net incoming resources

	2011 £	2010 £
This is stated after charging/ (crediting)		
Depreciation	645,723	429,545
Operating lease rentals - land and buildings	714,830	624,914
Operating lease rentals - other	101,541	100,621
Loan interest paid	4,629	5,999
Trustees' indemnity insurance	12,709	13,279
Auditors' remuneration - audit services	14,981	14,260
Auditors' remuneration - other services	10,157	-
	<u>1,514,570</u>	<u>1,198,618</u>

8. Staff costs and numbers

Staff costs	2011 £	2010 £
Wages and salaries	13,572,827	13,658,571
Social security costs	1,314,445	1,334,947
Pensions	509,788	531,409
	<u>15,397,060</u>	<u>15,524,927</u>

**Notes to the Financial Statements
for the year ended 31 March 2011**

8. Staff costs and numbers (continued)

Employee emoluments over £60,000

	2011 No.	2010 No.
Salary £60,000 to £70,000	2	1
Salary £70,000 to £80,000	1	1
Salary £80,000 to £90,000	1	1

Pensions

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £509,788 (2010 - £531,409). Contributions totalling £59,032 (2010 - £60,544) were payable to the fund at the year end.

The average monthly number of persons employed by the charity during the year was as follows

	2011	2010
Project activities	557	558
Management and policy development	7	5
Administration	12	12
	<u>576</u>	<u>575</u>

Directors' expenses

Expenses of £429 (2010 - £196) were reimbursed to five directors (2010 - two) during the year. No remuneration was paid to any director during the year.

9. Taxation

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

10. Fixed assets

	Leasehold Improvements £	Freehold Property £	Property Improvements £	Computer Equipment £	Vehicle £	Total £
Cost						
At 1 April 2010	1,680,304	853,557	346,745	1,302,151	26,253	4,209,010
Additions during the year	1,151,901	-	32,731	184,830	-	1,369,462
At 31 March 2011	<u>2,832,205</u>	<u>853,557</u>	<u>379,476</u>	<u>1,486,981</u>	<u>26,253</u>	<u>5,578,472</u>
Depreciation						
At 1 April 2010	225,797	170,711	202,489	1,133,080	26,253	1,758,330
Charge for the year	362,183	34,142	65,553	183,845	-	645,723
At 31 March 2011	<u>587,980</u>	<u>204,853</u>	<u>268,042</u>	<u>1,316,925</u>	<u>26,253</u>	<u>2,404,053</u>
Net Book value						
At 31 March 2011	<u>2,244,225</u>	<u>648,704</u>	<u>111,434</u>	<u>170,056</u>	<u>-</u>	<u>3,174,419</u>
At 31 March 2010	<u>1,454,507</u>	<u>682,846</u>	<u>144,256</u>	<u>169,071</u>	<u>-</u>	<u>2,450,680</u>

**Notes to the Financial Statements
for the year ended 31 March 2011**

11. Debtors

	2011 £	2010
Trade debtors	5,056	4,223
Other debtors	2,615,992	3,925,553
Prepayments	301,874	272,316
	<u>2,922,922</u>	<u>4,202,092</u>

12. Creditors: amounts falling due within one year

	2011 £	2010 £
Trade creditors	301,209	443,404
Other taxes and social security	365,865	313,810
Accruals	439,489	402,843
Deferred income (note 14)	2,053,584	2,046,057
Bank loan	20,000	20,000
	<u>3,180,147</u>	<u>3,226,114</u>

The charity has an overdraft facility with its bankers, the facility has a limit of £450,000, and is secured on the charity's debtors

13. Creditors: amounts falling due after more than one year

	2011 £	2010 £
Bank loan	<u>165,819</u>	<u>193,759</u>
	<u>2011 £</u>	<u>2010 £</u>
Analysis of debt maturity – bank loan		
In one year or less	20,000	20,000
In more than one year but not more than two years	20,000	20,000
In more than two years but not more than five years	60,000	60,000
After five years	85,819	113,759
	<u>185,819</u>	<u>213,759</u>
Included in current liabilities	<u>(20,000)</u>	<u>(20,000)</u>
	<u>165,819</u>	<u>193,759</u>

The bank loan is secured by a first legal charge on the freehold property, 3 Wellington Street. The loan is for the period of 15 years to June 2020 bearing an interest rate of 2% per annum over the bank's base rate

**Notes to the Financial Statements
for the year ended 31 March 2011**

14. Deferred income

	2011 £	2010 £
Balance at 1 April 2010	2,046,057	1,949,010
Fees received	20,018,682	20,205,830
Released to statement of financial activities	(20,011,155)	(20,108,783)
Balance at 31 March 2011	<u>2,053,584</u>	<u>2,046,057</u>
Deferred income	-	20,000
Amounts invoiced in advance	<u>2,053,584</u>	<u>2,026,057</u>
Balance at 31 March 2011	<u>2,053,584</u>	<u>2,046,057</u>

15. Analysis of net assets between funds

	Designated Funds £	General Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	3,174,419	-	-	3,174,419
Current assets	375,500	4,163,956	32,913	4,572,369
Current liabilities	(20,000)	(3,160,147)	-	(3,180,147)
Long term liabilities	(165,819)	-	-	(165,819)
	<u>3,364,100</u>	<u>1,003,809</u>	<u>32,913</u>	<u>4,400,822</u>

**Notes to the Financial Statements
for the year ended 31 March 2011**

16 Movement of funds

	1 April 2010 £	Incoming Resources £	Outgoing Resources £	Transfers £	31 March 2011 £
Restricted funds:					
Lifeline for Anyone	8,769	17,150	(32,310)	6,391	-
Comic Relief - Salford	29,082	-	(29,082)	-	-
Comic Relief – Tameside	12,812	31,238	(40,171)	-	3,879
Comic Relief – Leeds	27,515	43,500	(41,981)	-	29,034
Parenting Fund	-	71,802	(72,385)	583	-
	<u>78,178</u>	<u>163,690</u>	<u>(215,929)</u>	<u>6,974</u>	<u>32,913</u>
Unrestricted funds					
General funds	938,219	20,186,354	(19,900,199)	(220,565)	1,003,809
Designated fixed asset funds	2,236,921	1,051,901	(645,723)	345,501	2,988,600
Designated project funds	507,410	-	-	(131,910)	375,500
	<u>3,682,550</u>	<u>21,238,255</u>	<u>(20,545,922)</u>	<u>(6,974)</u>	<u>4,367,909</u>
Total funds	<u>3,760,728</u>	<u>21,401,945</u>	<u>(20,761,851)</u>	<u>-</u>	<u>4,400,822</u>

Purposes of restricted funds.

Lifeline for Anyone

Funding received to develop 'Lifeline for anyone' support service for parents, partners and carers

Comic Relief

Funding received from Comic Relief to develop and deliver specific alcohol services for young people in Salford, Tameside and Leeds

Parenting Fund

Funds received from Family and Parenting Institute to deliver specific services for young people in East Lancashire

Purposes of designated funds:

Fixed Asset funds

The designated assets funds represent the net book value of fixed assets owned by Lifeline Project less any loans relating to these assets

Project funds

The designated project funds represent funds as yet unspent which relate to particular projects

**Notes to the Financial Statements
for the year ended 31 March 2011**

17. Financial commitments

At 31 March 2011 the charity had annual commitments under the non-cancellable operating leases which expire as follows

	Land and buildings 2011 £	Other 2011 £	Land and buildings 2010 £	Other 2010 £
Less than one year	286,727	31,155	122,120	31,152
Between two and five years	139,700	70,386	346,078	69,469
In over five years	268,012	-	260,263	-
	<u>694,439</u>	<u>101,541</u>	<u>728,461</u>	<u>100,621</u>

18. Analysis and reconciliation of funds

	At 1 April 2010 £	Cash flow £	At 31 Mar 2011 £
Cash	499,386	1,117,349	1,616,735
Bank loan	(213,759)	27,940	(185,819)
	<u>285,627</u>	<u>1,145,289</u>	<u>1,430,916</u>
		2011 £	2010 £
Net funds at 1 April 2010		285,627	1,497,713
Cash flow in period		1,117,349	(1,252,787)
Bank loan paid		27,940	40,701
Net funds at 31 March 2011		<u>1,430,916</u>	<u>285,627</u>