

Charity No. 275334
Company No. 1351584

**Camden Alcoholics Support Association
Limited**

Report & Financial Statements

31 March 2006



sayer vincent

consultants and auditors

Camden Alcoholics Support Association Limited

Reference & administrative details

For the year ended 31 March 2006

Status	The organisation is a charitable company limited by guarantee, incorporated on 6 February 1978 and registered as a charity on 14 March 1978	
Governing document	The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.	
Investment powers	The Association may invest the monies of the Association not immediately required for its purposes in or upon any investments, securities or property as may be thought fit, but so that monies subject or representing property subject to the jurisdiction of Charity Commissioners shall only be invested in such securities and with such sanction (if any) as may for the time being be prescribed by law.	
Company number	1351584	
Charity number	275334	
Registered office and operational address	75 Fortess Road London NW5 1AG	
Honorary officers	B Peskin D Hayter G Lindey	Chair Vice Chair Treasurer
Company secretary	G Ferguson	
Bankers	HSBC Bank Plc 176 Camden High Street London NW1 8QL	
Solicitors	Evans Butler Wade 165 Greenwich Road London SE10 8JA	
Auditors	Sayer Vincent Chartered Accountants Registered Auditors 8 Angel Gate City Road London EC1V 2SJ	

Camden Alcoholics Support Association Limited

Report of the executive committee

For the year ended 31 March 2006

The executive committee presents its report and the audited financial statements for the year ended 31 March 2006.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities (issued March 2005).

Objectives and Activities

CASA is a charitable social care agency, based in North London, which helps individuals who have alcohol or drug problems. We help our clients to build upon their strengths and to reach their full potential, establishing a life that is free from alcohol or other drug misuse.

CASA was established nearly 30 years ago and has grown to become a major provider of services to the residents of Camden and Islington. CASA's achievements during 2005-06 included:

Delivering six high quality projects in Camden and Islington:

- The Alcohol Counselling Day Centre
- The Families, Partners and Friends Service (Carers' Service)
- The Moving On Project
- The Multiple Needs Service
- The Older Persons' Service
- The Shared House

Together these projects worked with 677 individuals.

Starting the development of a new Family Service in Islington for families in which the parents are misusing alcohol or other drugs.

The following sections describe something of CASA's purpose, structure and activities.

Structure, Governance and Management

Governing Document

Camden Alcoholics Support Association is a charitable company limited by guarantee, incorporated on 6 February 1978 and registered as a charity on 14 March 1978. The company was established under a Memorandum of Association that defined the objects and powers of the charitable company, and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

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Report of the executive committee

For the year ended 31 March 2006

We are mid-way through a review of our governing documents to ensure that they reflect current good charity and company practice. This may also involve a change of name, as our present full name no longer adequately reflects our areas of work. In most contexts we currently use the acronym of CASA.

Recruitment and Appointment of the executive committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the executive committee. Under the requirements of the Memorandum and Articles of Association the members of the executive committee are elected each year at an Annual General Meeting.

CASA seeks to have an executive committee that reflects the local community, and that brings together the mix of skills and experience needed for the charity to perform to a high standard. Six of the seven current executive committee members live within the boroughs of Camden or Islington, which is the main catchment area for the charity. Three committee members either hold or have held senior positions within organisations that work with substance misuse. The committee also contains members who have held senior positions in finance, in the civil service and in business.

New committee members are given an induction pack that includes a description of their role and of the responsibilities of charity trustees. All new members also meet with the Director in order to familiarise themselves with the work of the charity and the context within which it operates.

Risk Management

The executive committee has established a Risk Register that records all major risks that the organisation faces, along with the steps taken to mitigate those risks. The Director reports to each committee meeting on progress to reduce the level of risks that are identified as high. The executive committee formally reviews all risks at least annually and updates the register.

The most significant external risk faced by CASA comes from the limited and often short-term funding that is available for alcohol services. We manage this risk by ensuring that we provide good quality and good value services that commissioners will want to continue to purchase. We also have diversified the sources of funding that we draw upon. During 2005-06 two thirds of our revenue came from contracts with local statutory purchasers, the remaining third came from a wide range of other sources, including central government, the European Social Fund and charitable trusts.

We manage internal risks with a variety of procedures and policies. For example, our Financial Procedures contain several controls to ensure the effective management of our finances, including measures for financial reporting, for the authorisation of expenditure, and for reconciling banking and accounting records. Regular risk assessment procedures are also in place to identify and minimise other risks, including those associated with our premises, with other health and safety issues, and with our client work.

Camden Alcoholics Support Association Limited

Report of the executive committee

For the year ended 31 March 2006

The above controls also figure in our programme for continuous quality improvement. This programme is based upon our implementation of the QuADS^[1] quality system, devised by Alcohol Concern and Drugscope. This year we have begun to complement this sector specific system by working towards compliance with the more generally recognised PQASSO^[2] system. We are being helped in this work by the LSC quality programme being administered by Voluntary Action Camden.

Organisational Structure

CASA's executive committee meets every two months, and is responsible for the strategic direction and policy of the organisation. Members of the committee attend strategic planning meetings during the year with senior and other members of staff. The Chair and Treasurer also hold regular meetings with CASA's Director.

Day to day responsibility for the organisation rests with Director, supported by a management team of two senior managers. The Director provides leadership to the organisation and is responsible for establishing and managing systems for the control of finances, resources and quality. The Director secures CASA's contracts and other sources of funding, and ensures that the organisation has a good reputation and has a voice in the planning of local services.

The Director and senior managers share in the operational management of CASA's projects. They ensure that the projects deliver effective services and that key performance indicators are met. They provide line management supervision to the staff teams and ensure that the teams continue to develop skills and working practices in line with good practice.

Objectives and activities

CASA's aim

CASA's aim is to help people who are affected by alcohol or other drug problems to lead positive and fulfilled lives.

In fulfilling this aim, our objectives are to help our service users:

- To stop or reduce their harmful use of alcohol or other drugs.
- To reduce the harm caused to them by the alcohol or drug use of other people.
- To make positive changes in any area of their life that will support these changes and that will promote well-being.

In order to meet these objectives we provide a range of high quality, community-based, psychotherapeutic and social care services.

[1] Quality Assurance for Drug and Alcohol Services

[2] Practical Quality Assurance System for Small Organisations

Camden Alcoholics Support Association Limited

Report of the executive committee

For the year ended 31 March 2006

CASA's values

We believe that all people have the right to a positive and self-fulfilled life.

We believe that all people have the capacity to make positive changes in their lives.

We work collaboratively with clients, helping them to build upon their strengths and to make their own informed decisions about their lives.

We work with the whole person, believing that lasting change is most achievable when the individual's well-being in all areas of her or his life is valued and encouraged.

We deliver services that strive to be anti-discriminatory and accessible to members of all local communities. We value the range of viewpoints that people with different backgrounds and experiences can bring; our services are more useful for everyone when they benefit from these differences.

We provide services that are professional and of high quality, delivered by skilled and experienced members of staff.

Achievements and Performance

CASA provided seven services during 2005-06, which together helped 677 individuals.

The Alcohol Counselling Day Centre

CASA's Alcohol Counselling Day Centre helps individuals with alcohol problems from the earliest stages of change back to a full engagement with life. The centre offers a varied programme of groups, social and sporting activities, individual support and complementary therapies.

During 2005-06 we developed an additional programme of user-led activities within the centre, supported by a Community Development Worker. A high level of active involvement by our centre users brings the double benefits of increased skills and confidence for participants, along with an increased sensitivity by the agency to their needs.

During 2005-06 the day centre was used by 332 individuals, 242 of whom stopped or significantly reduced their alcohol use. Funders during the year included Camden and Islington Councils and Primary Care Trusts, Camden Health Action Zone and Richard Cloudesley's Charity.

The Moving On Project

CASA's Moving On Project helps individuals who have stopped misusing alcohol to move on to a life that has structure and fulfilment. We work with our users to increase their motivation, confidence and skills, and to help them to access education, training and employment. The project accepts referrals from other alcohol agencies in Camden and Islington, providing an aftercare pathway for local services.

Camden Alcoholics Support Association Limited

Report of the executive committee

For the year ended 31 March 2006

Research shows that taking part in a training or employment programme significantly increases the likelihood that an individual will successfully recover from an alcohol or drug problem. During the year our partnership with the City and Islington College continued to provide supported access to further education. The project also prepared several long-term unemployed service users to return to work. In addition, the project continues to play a vital role for those users who are not yet ready to enter into study or work, by involving them in other structured and fulfilling pursuits, such as volunteering, or sports and leisure activities.

During 2005-06 the project was used by 75 individuals as they worked towards entering education, training or employment. Funding during the year came from Camden's Neighbourhood Renewal Fund, Islington Council, the Learning Skills Council and the Association of London Government.

The Older Persons' Service

CASA's Older Persons' Service works with people aged 55 and over who have an alcohol problem. Such problems in old age are almost always combined with a wide range of other problems, including isolation, depression, failing physical health and the effects of mixing alcohol with prescribed medication. The Royal College of Physicians suggests that up to 60% of hospital admission of the elderly for 'confusion, repeated falls at home, recurrent chest infections and heart failure' may involve unrecognised alcohol problems.

Despite the seriousness of the problem, alcohol misuse by the elderly is often not addressed, either because it is not recognised or because of an ageist assumption that the older person cannot change. However, CASA's service has shown that appropriate and sensitive interventions can help older people to reduce their harmful drinking or drug use, and to greatly improve the quality of their life and of their relationships.

This is an innovative project that has significantly increased older people's access to specialist alcohol treatment. As well as increasing access by using home visits, the project also goes out to *meet older people in the community by providing weekly sessions in the Charlie Ratchford Centre in Gospel Oak, St Lukes Community Centre in South Islington and the Hanley Crouch Community Centre in North Islington.*

The service was used by 140 individuals in 2005-06, with 50% of users being aged 70 years or older; 72 clients either stopped or significantly reduced their alcohol use. Funding during the year came from Camden and Islington's Social Care and Mental Health NHS Trust, Camden Council, Islington Primary Care Trust, and the Hampstead Wells and Camden Trust.

The Shared House

CASA provides the support programme to this seven-bed house for men who have stopped drinking. The House is owned by our partner housing association, Circle Anglia Limited. The House offers high quality accommodation and mutual support to men who are making the transition back to independent living. Residents are supported with a weekly house meeting, keyworker sessions, out-of-hours cover and help in resettlement. A key characteristic of the House is the emphasis upon the *residents working together as a community to achieve personal change.*

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Eleven residents stayed in CASA's Shared House during 2005-06, with an occupancy rate of 94%. The service also gave advice and assessments, regarding residential support, to a further 15 individuals. CASA's support to the residents of the House was funded through a Supporting People contract with Camden Council.

The Multiple Needs Service

CASA's Multiple Needs Service (MNS) was established in 1995 as a pioneering service to provide support to people who have combined mental health and substance misuse problems. The service is targeted at individuals whose mental health needs prevent them from using mainstream alcohol and drug misuse services. The service works in community mental health settings, using its holistic and therapeutic approach to engage this hard-to-reach and often excluded group of individuals.

During 2005-06 the MNS provided weekly dual diagnosis support in partnership with Calshott Community Mental Health Team, Jules Thorn Day Hospital, PACE, Tottenham Mews Mental Health Resource Centre and West Hampstead Day Hospital.

The MNS also includes the DoH-funded Amber Project, which is a joint project with PACE to explore how services can be made more accessible to lesbians, gay men, and bisexual and transgendered individuals who have combined mental health and substance misuse problems. Research has shown that individuals from these sexual minorities with mental health concerns are often reluctant to approach mainstream services for fear of homophobia. Individuals are even less likely to find appropriate help when there is the added complication of a serious drug or alcohol problem.

The MNS was used by 95 individuals in 2005-06, 50 of whom were able to reduce their use of alcohol and drugs. The MNS was funded by Camden Council, the Department of Health, EC1 New Deal for Communities and Islington Primary Care Trust. At the time of writing there was no funding available for the service in Islington beyond June 2006; the service will cease operating in that borough from July onwards.

The Families, Partners and Friends Service

This service helps people who provide care to someone close to them who is misusing alcohol or other drugs. Parents and partners can feel in an impossible position when they try to support an alcohol or drug misusing son, daughter or partner. As well as trying to provide support, they may also be dealing with the destructiveness and chaos that can come with the substance misuse.

CASA's service supports family members, partners and friends as they tackle these problems. The service provides information, advice, counselling and support groups. We have established working partnerships with two drug agencies, the Angel Project and Hungerford North, and with the Islington Carer's Forum. The service is funded by Islington Primary Care Trust.

During 2005-06 the service worked with 87 individuals who were affected by the substance misuse of someone close to them. The service also played a very active role in promoting the interests of carers, both locally – including by providing training and facilitating local carers' fora – and regionally, by being involved in the NTA's London Carers' Forum.

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For the year ended 31 March 2006

The CASA Family Service

This is a new service that CASA is developing for Islington families that contain children under 18 and where there is parental alcohol or other drug misuse. The service will begin to receive referrals in 2006-07.

Children can face severe disadvantages in later life when they grow up in a family affected by parental alcohol or other drug misuse. For example, psychiatric disorders are four times more likely amongst 15 year-olds who have an alcohol misusing parent. Rates of school underachievement, anti-social behaviour and later substance misuse by the child are also higher. However, research indicates that it is not the substance misuse in itself that directly causes these problems, but the family disharmony, lack of emotional security and chaotic lifestyle associated with the substance misuse.

The CASA Family Service will use a protective parenting model to help the adults to build a more secure and nurturing family, and will work therapeutically with the children to strengthen their resilience. This is an exciting new development for CASA that builds upon our previous work with parents and with adult families.

Financial Review

CASA operates within an environment where funding for alcohol services continues to be severely restricted. Although central government has emphasised the strategic importance of tackling alcohol problems, for example in its Alcohol Harm Reduction Strategy, this has not been accompanied by any significant increase in the amount of statutory funding allocated to alcohol treatment services. Agencies such as CASA continue to rely upon a wide variety of other funding sources, most of which are not specifically intended for alcohol services.

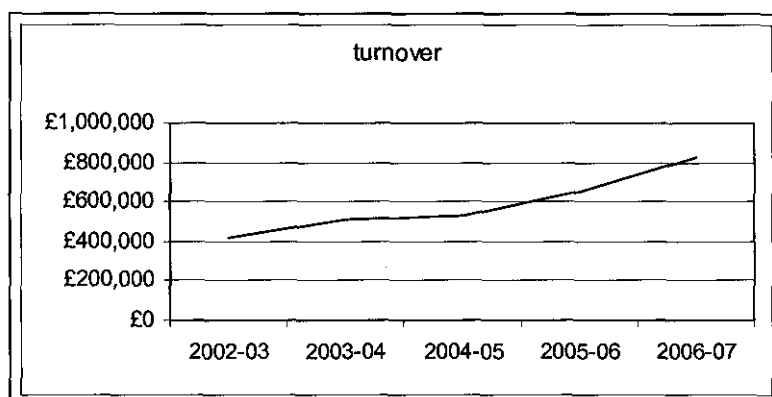
This search for alternative sources of funding does have a positive aspect, in that it can encourage agencies to be innovative when looking at their users' problems. For example, it has encouraged us to look beyond alcohol misuse and to think about the role of social exclusion in substance misuse. This has led CASA to develop an employment and training project, a project that meets our clients' needs and that can be funded through urban regeneration schemes. Developing a diverse funding base also has the advantage of maintaining an agency's independence, in a way that an over-reliance upon a few statutory funders cannot. However, there are also disadvantages in having a wide funding base, as an enormous amount of time has to be spent in replacing short-term funding. There is also the danger of allowing services to develop in directions that are determined by funding availability, rather than by client need.

We believe that CASA has been able to maintain a good balance between mainstream and alternative funding, in a way that has protected our existing services, while enabling us to explore new opportunities to meet local needs. The ongoing commitment of our mainstream funders and our success in opening up new funding sources has led to steady growth over recent years, as shown in the following graph. Given the problems mentioned above of insecure and short-term funding, the challenge will be to maintain this growth.

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Report of the executive committee

For the year ended 31 March 2006



Principal Funding Sources

Despite this funding diversification, CASA's main sources of income continue to be from contracts with statutory authorities in Camden and Islington. These authorities have commissioned services from CASA for over twenty years, which reflects well upon the quality and value that they find in our work. During 2005-06 CASA successfully tendered for a further contract with a local statutory body, this time with Islington's Drug and Alcohol Action Team. Under this contract CASA will provide a service to Islington families where the adults' parenting abilities are compromised because of their use of alcohol or other drugs.

We have also been successful in accessing funding from the European Social Fund through co-financing schemes with the Learning Skills Council, the Association of London Government and the London Development Agency. However, these are all time-limited grants that will end within the next 12 months. We shall seek to renew or replace these grants in order to maintain our services to local residents.

Reserves Policy

CASA seeks to maintain an appropriate level of liquid reserves so that the agency can operate with adequate cash flow, and meet its contractual commitments and obligations as an employer. The executive committee has set a target level for these reserves of the equivalent of three month's running costs. The committee intends to bring the reserves to this level through general fundraising.

The executive committee recognises that it may take several years to build the reserves to the desired level. However, the committee believes that CASA's financial position is relatively strong, being underpinned by the value of the properties that it owns.

Plans for the future

There is a continued and growing need for CASA's services. For example, the central government's Information Centre for Health and Social Care recently reported that deaths from alcoholic liver disease rose nationally by 37% in the five years to 2004. The local picture for alcohol problems is even worse, with Camden having one of the highest rates of alcohol related deaths in the country.

Camden Alcoholics Support Association Limited

Report of the executive committee

For the year ended 31 March 2006

CASA plans to continue with its current activities and to develop new services, in both cases subject to satisfactory funding being available. As well as allowing us to meet a wider range of needs, we shall also seek growth that will strengthen our infrastructure and our financial position.

Other objectives for the following year include:

- Establishing the new Family Service in premises in Islington.
- Completing our work on compliance with the PQASSO and QuADS quality standards.
- Reviewing our staff training and appraisal systems to ensure that all members of staff meet the relevant DANOS[1] criteria for their posts.

The committee would like to thank the Director and the staff team for their hard work and commitment during the past year. The committee would also like to thank those statutory and non-statutory bodies that have given us their financial support during 2005-06. We believe that this support is a sound investment in the future of our clients, their families and the wider community.

Responsibilities of the executive committee

Company law requires the executive committee, who are directors of the charitable company and trustees under the charity law, to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources including income and expenditure for the year then ended.

In preparing those financial statements, the charitable company is 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 and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue on that basis.

The executive committee is responsible for keeping proper books of account such as are necessary to give a true and fair view of the charitable company's state of affairs and to explain its financial transactions.

[1] Drug and Alcohol National Occupational Standards

Camden Alcoholics Support Association Limited

Report of the executive committee

For the year ended 31 March 2006

Members of the executive committee confirm that to the best of their knowledge there is no information relevant to the audit of which the auditors are unaware. Members of the executive committee also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant audit information and that this information has been communicated to the auditors.

The charitable company must also establish and maintain a satisfactory system of control of its books of account, its cash holdings and all its receipts and remittances, and hence is responsible for safeguarding the assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the executive committee

Members of the charitable company who served on the executive committee during the year and up to the date of this report were as follows:

D Hayter	B Peskin	R Lyseight (appointed August 2005)
J Dervan	Dr. E Finch	
G Lindey	R G Harrison	

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2006 was 7 (2005 - 8). Members of the executive committee have no beneficial interest in the charitable company.

Auditors

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

Approved by the executive committee on 13 September 2006 and signed on its behalf by


B Peskin - Chair

Independent auditors' report

To the members of

Camden Alcoholics Support Association Limited

We have audited the financial statements of Camden Alcoholics Support Association Limited for the year ended 31 March 2006 which comprise the statement of financial activities, balance sheet and related notes. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005).

This report is made solely to the charitable company's members, as a body, in accordance with section 235 of the Companies Act 1985. 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 auditors' 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.

Respective responsibilities of the executive committee and auditors

The members of the executive committee (who are also directors of Camden Alcoholics Support Association Limited for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law, United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005). The responsibilities of the executive committee are set out in the statement of responsibilities of the executive committee.

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

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We report to you whether, in our opinion, the information given in the the annual report of the executive committee is consistent with the financial statements. We also report to you if the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding the executive committee's remuneration and other transactions is not disclosed.

We read other information contained in the annual report, and consider whether it is consistent with the audited financial statements. This other information comprises only the report of the executive committee. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of opinion

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

Independent auditors' report

To the members of

Camden Alcoholics Support Association Limited


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

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice as modified by the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005), of the charitable company's state of affairs as at 31 March 2006 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the executive committees' report is consistent with the financial statements.

27 September 2006



SAYER VINCENT
Chartered accountants & registered auditors
London

Camden Alcoholics Support Association Limited

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

For the year ended 31 March 2006

	Note	Restricted £	Unrestricted £	2006 Total £	2005 Total £
Incoming resources					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	-	-	-	150
Activities to generate funds		-	1,595	1,595	2,333
<i>Incoming resources from charitable activities</i>					
Services provision	3	123,696	516,628	640,324	471,432
Other incoming resources		-	2,896	2,896	4,492
Total incoming resources		<u>123,696</u>	<u>521,119</u>	<u>644,815</u>	<u>478,407</u>
Charitable expenditure					
<i>Charitable activities</i>					
Services provision		140,167	502,619	642,786	518,086
Governance costs		-	5,200	5,200	10,639
Total charitable expenditure		<u>140,167</u>	<u>507,819</u>	<u>647,986</u>	<u>528,725</u>
Total resources expended	4	<u>140,167</u>	<u>507,819</u>	<u>647,986</u>	<u>528,725</u>
Net (outgoing) / incoming resources for the year	5	(16,471)	13,300	(3,171)	(50,318)
Balances at 1 April 2005		<u>259,846</u>	<u>20,331</u>	<u>280,177</u>	<u>330,495</u>
Balances at 31 March 2006		<u><u>243,375</u></u>	<u><u>33,631</u></u>	<u><u>277,006</u></u>	<u><u>280,177</u></u>

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 14 to the financial statements.

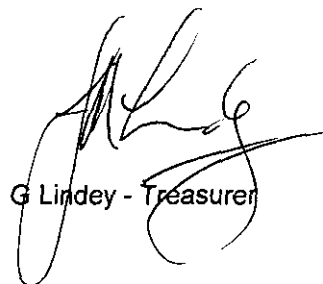
Camden Alcoholics Support Association Limited (by guarantee)

Balance sheet

As at 31 March 2006

	Notes	£	2006 £	2005 £
Fixed assets				
Tangible fixed assets	9		366,598	369,827
Fixed asset investments	10		<u>3,217</u>	<u>3,217</u>
			369,815	373,044
Current assets				
Debtors	11	57,050		30,310
Cash at bank and in hand		<u>74,676</u>		<u>79,818</u>
		131,726		110,128
Creditors: Amounts falling due within one year	12	<u>105,959</u>		<u>95,883</u>
Net current assets			<u>25,767</u>	<u>14,245</u>
Total assets less current liabilities			395,582	387,289
Creditors: Amounts falling due after more than one year	13		<u>118,576</u>	<u>107,112</u>
Net assets			<u><u>277,006</u></u>	<u><u>280,177</u></u>
Funds				
Restricted funds			243,375	259,846
Unrestricted funds				
General funds			<u>33,631</u>	<u>20,331</u>
Total funds	14		<u><u>277,006</u></u>	<u><u>280,177</u></u>

Approved by the executive committee on 13 September 2006 and signed


G Lindey - Treasurer

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards. They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in March 2005) and the Companies Act 1985.
- b) Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when received, or receivable whichever is earlier.
- c) Grants, including the grants relating to the purchase of fixed assets, are credited to the statement of financial activities when received or receivable which ever is earlier, unless they relate to a specific future period, in which case they are deferred.
- d) Income under contracts to deliver services is recognised in the financial statement as the entitlement to income is earned through performance of the contract.
- e) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and administrative costs.
- f) Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.
- g) Governance costs of the charity relate to the costs of running the charitable company such as the costs of meetings, audit and statutory compliance.
- h) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- i) Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Older Persons' Service	10%
Moving On Project	12%
Alcohol Counselling Day Centre	43%
Families, Partners and Friends	7%
Family Support Service	4%
Shared House	9%
Multiple Needs Service	15%

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

1. Accounting policies (continued)

- j) Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The depreciation rates in use are as follows:

Freehold buildings	
▪ land	not depreciated
▪ building	2%
Long leasehold property	over the term of the lease
Office furniture and equipment	20%-50%

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.

- k) All leases of equipment are operating leases, and rental costs are recognised on a straight line basis over the lease term. No assets are held under hire purchase agreements.
- l) The charitable company agrees to contribute to personal pension schemes operated by some members of staff. The pension cost charge represents contributions payable by the charitable company to the individual schemes. The charitable company has no liability under the schemes other than for the payment of those contributions. The charitable company also offers employees a Stakeholder Pension Scheme to which they can make contributions.

2. Donations, legacies and similar incoming resources

	2006 Total £	2005 Total £
Other donations	-	150
	-	150

All donations, legacies and similar incoming resources are unrestricted.

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

3. Activities in furtherance of the charity's objects

	Restricted £	Unrestricted £	2006 Total £	2005 Total £
<i>Services provision</i>				
<i>Grants and contracts:</i>				
Camden Council/Primary Care Trust	-	208,005	208,005	168,903
Learning & Skills Council	-	50,118	50,118	38,223
Islington Council/Primary Care Trust	-	115,249	115,249	104,403
Camden Neighbourhood Renewal Fund	-	41,130	41,130	39,936
Association of London Government	49,762	-	49,762	27,181
Camden & Islington Mental Health Trust	15,968	-	15,968	15,656
Department of Health	39,394	-	39,394	-
Islington Council	-	13,304	13,304	-
Islington Drug and Alcohol Action Team	-	77,000	77,000	-
Gospel Oak Partnership	-	-	-	15,000
Job Centre Plus	-	-	-	8,599
EC1 New Deal	13,572	-	13,572	28,871
Finsbury Park Partnership	-	-	-	14,241
Hampstead Wells and Campden Trust	5,000	-	5,000	-
Groundwork Camden	-	1,985	1,985	-
Richard Cloudesley's Charity	-	1,500	1,500	1,500
Brent Council	-	7,407	7,407	6,789
PACE	-	930	930	2,130
Total receivable	<u>123,696</u>	<u>516,628</u>	<u>640,324</u>	<u>471,432</u>

During the year the charitable company received grants of £49,762 from Association of London Government for employment training. The utilisation of the grant during the year is shown in note 14.

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

4. Analysis of total resources expended

	Older Persons' Service £	Moving On Project £	Alcohol Day Centre £	Shared house £	Multiple Needs Service £	Families, Partners & Friends £	Family Service £	Support costs £	Governance costs £	2006 Total £	2005 Total £
Salaries (note 6)	47,553	69,302	161,431	36,416	60,833	30,172	25,260	68,919	-	499,886	418,903
Other staff costs	2,477	323	13,445	455	6,917	-	4,851	1,754	-	30,222	26,508
Consultancy	-	-	-	-	-	-	872	2,173	-	3,045	8,000
Sub-contractors	-	6,688	-	-	19,468	-	-	-	-	26,156	-
Premises costs	1,761	2,154	7,438	1,565	2,544	1,174	783	2,154	-	19,573	15,354
Audit and accountancy	-	-	-	-	-	-	-	3,150	5,200	8,350	9,663
General running costs	3,428	4,189	14,472	3,047	4,951	2,285	1,523	4,189	-	38,084	30,945
Depreciation	1,321	1,329	4,593	967	1,571	725	2,836	1,329	-	14,671	10,300
Interest payable (note 7)	720	880	3,039	640	1,040	480	320	880	-	7,999	9,052
Total resources expended	57,260	84,865	204,418	43,090	97,324	34,836	36,445	84,548	5,200	647,986	528,725
Support costs	8,455	10,146	36,356	7,609	12,682	5,918	3,382	(84,548)	-	-	-
Total	65,715	95,011	240,774	50,699	110,006	40,754	39,827	-	5,200	647,986	528,725

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

5. Net outgoing / incoming resources for the year

	2006 £	2005 £
This is stated after charging:		
Interest payable	7,999	5,146
Operating lease costs	2,585	2,120
Depreciation	14,671	10,300
Executive committee's remuneration	nil	nil
Executive committee's expenses	nil	nil
Auditors' remuneration: Audit	<u>6,350</u>	<u>5,750</u>

6. Staff costs and numbers

	2006 £	2005 £
Staff costs were as follows:		
Salaries and wages	441,928	367,695
Social security costs	45,033	37,610
Pension costs	<u>12,925</u>	<u>13,598</u>
	<u>499,886</u>	<u>418,903</u>

No member of the executive committee received any remuneration during the year.

No employee earned more than £60,000 during the year.

The average weekly number of employees (full-time equivalent) during the year was as follows:

	2006 No.	2005 No.
Older Persons' Service	1.40	1.30
Moving On Project	1.65	2.00
Alcohol Counselling Day Centre	5.88	5.00
Families, Partners & Friends	1.00	-
Family Support Service	.58	-
Shared House	1.25	1.50
Multiple Needs Service	2.00	2.70
Support	<u>1.75</u>	<u>1.00</u>
	<u>15.51</u>	<u>13.50</u>

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

7. Interest payable

	2006 £	2005 £
Interest payable on bank loans (note 13)	<u>7,999</u>	<u>9,052</u>

8. Corporation tax

The company is exempt from corporation tax as it applies all its income to charitable purposes.

9. Tangible fixed assets

	Long leasehold property £	Freehold property £	Office furniture and equipment £	2006 Total £
COST				
At 1 April 2005	122,968	303,429	34,202	460,599
Additions in year	-	-	11,442	11,442
Disposals in the year	-	-	(10,959)	(10,959)
At 31 March 2006	<u>122,968</u>	<u>303,429</u>	<u>34,685</u>	<u>461,082</u>
DEPRECIATION				
At 1 April 2005	6,887	60,687	23,198	90,772
Charge for the year	984	4,667	9,020	14,671
Disposals in the year	-	-	(10,959)	(10,959)
At 31 March 2006	<u>7,871</u>	<u>65,354</u>	<u>21,259</u>	<u>94,484</u>
NET BOOK VALUE				
At 31 March 2006	<u>115,097</u>	<u>238,075</u>	<u>13,426</u>	<u>366,598</u>
At 31 March 2005	<u>116,081</u>	<u>242,742</u>	<u>11,004</u>	<u>369,827</u>

All the above assets are used for direct charitable activities.

The executive committee requested valuations of both the freehold and long leasehold properties from three estate agents during the year ended 31 March 2002 to establish the market value at that time. The overall average of these valuations for all three properties was £590,000.

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

10. Investment in associate

Camden Alcoholics Support Association Limited together with the other leaseholders of 71-75 Fortess Road, London NW5 formed 71-75 Fortess Road Freehold Limited to purchase and jointly hold the freehold of 71-75 Fortess Road. This company limited by shares was incorporated in England and Wales on 2 July 1999 and took legal title to the above property on

Camden Alcoholics Support Association Limited holds 25% of the ordinary share capital of this company (nominal value: £2). The accounts have not been consolidated under the Statement of Recommended Practice, Accounting and Reporting by Charities, as the value of the associate is not material. The investment of £3,217 represents 25% of the purchase price and associated costs of acquiring the freehold.

The aggregate amount of capital and reserves of this company for the last relevant financial year were as follows:

	Capital & reserves £	Surplus for the year £
71-75 Fortess Road Freehold Ltd	<u>3,347</u>	<u>1,004</u>

11. Debtors

	2006 £	2005 £
Grants and services income receivable	56,514	30,310
Other debtors	<u>536</u>	<u>-</u>
	<u>57,050</u>	<u>30,310</u>

12. Creditors : Amounts falling due within one year

	2006 £	2005 £
Bank loans (note 13)	18,150	17,410
Taxation and social security	14,777	11,236
Deferred income	50,000	50,123
Accruals	13,851	14,981
Other creditors	<u>9,181</u>	<u>2,133</u>
	<u>105,959</u>	<u>95,883</u>

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

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

	2006 £	2005 £
Deferred income	30,000	-
Bank mortgage repayable in instalments	61,396	64,418
Charity Bank loan payable in instalments	27,180	42,694
	<u>118,576</u>	<u>107,112</u>

Deferred income above relates to monies received under a contract to deliver the Family Support Service project. Income under this contract has been recognised as entitlement is expected to be earned through performance of the contract

The bank mortgage is repayable over a period of 20 years, ending in November 2018, and is secured by a fixed and floating charge over the assets of the company. The interest rate applicable to the loan is 3% above the lender's Base Rate. The Charity Bank loan is repayable over a period of 6 years, ending in October 2008, and is secured by a first fixed legal charge over the freehold interest in 55 Fortess Road. The interest rate is 6% per annum. The loans are repayable as follows:-

	2006 £	2005 £
Within one year	18,150	17,410
Between one and two years	19,351	18,149
Between two and five years	34,977	38,065
After more than five years	34,248	50,898
	<u>106,726</u>	<u>124,522</u>

14. Movements in funds

	At 1 April 2005 £	Incoming resources £	Outgoing resources £	At 31 March 2006 £
Restricted funds				
(a) Day Centre Development & Furnishing	248,042	-	(4,667)	243,375
(b) Multiple Needs Service	-	52,966	(52,966)	-
(c) Older Persons' Service	11,804	20,968	(32,772)	-
(d) Moving On Project	-	49,762	(49,762)	-
Total restricted funds	<u>259,846</u>	<u>123,696</u>	<u>(140,167)</u>	<u>243,375</u>
Unrestricted funds				
General funds	<u>20,331</u>	<u>521,119</u>	<u>(507,819)</u>	<u>33,631</u>
Total unrestricted funds	<u>20,331</u>	<u>521,119</u>	<u>(507,819)</u>	<u>33,631</u>
Total funds	<u>280,177</u>	<u>644,815</u>	<u>(647,986)</u>	<u>277,006</u>

Camden Alcoholics Support Association Limited

Notes to the financial statements

For the year ended 31 March 2006

14. Movements in funds (continued)

Purposes of restricted funds

- (a) These funds represent the remaining balance on capital grants, to be expended by depreciation in future accounting periods.
- (b) These are monies received for the mental health and substance misuse service.
- (c) These are monies received for a specialist alcohol counselling service for the elderly.
- (d) These are monies received from Association of London Government to provide training to individuals recovering from alcohol problems to help overcome barriers to employment. During the year these monies were spent on salaries and running costs for the project. There were no unspent monies at the end of the year.

15. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	Total funds £
Fixed assets	243,375	126,440	369,815
Current assets	-	131,726	131,726
Creditors: Amounts falling due within one year	-	(105,959)	(105,959)
Creditors: Amounts after more than one year	-	(118,576)	(118,576)
Net assets at 31 March 2006	<u>243,375</u>	<u>33,631</u>	<u>277,006</u>

16. Operating lease commitments

The company had annual commitments under operating leases in respect of plant and machinery expiring as follows:

	2006 £	2005 £
2 - 5 years	<u>2,495</u>	<u>2,120</u>