

ACTION FOR KIDS CHARITABLE TRUST

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TRUSTEES' REPORT AND ACCOUNTS

**FOR THE FINANCIAL YEAR
ENDED 31st MARCH 2008**

**CHARITY REGISTRATION NUMBER: 1068841
COMPANY REGISTRATION NUMBER: 3487626 (ENGLAND AND WALES)**



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ACTION FOR KIDS CHARITABLE TRUST

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name.	Action For Kids Charitable Trust
Charity Commission registered number	1068841
Company number:	3487626
Charity's principal address and registered office.	Ability House 15a Tottenham Lane Hornsey London N8 9DJ
Other useful information sources.	www.actionforkids.org Newsletter Information Leaflets Abridged - Impact Report Work Related Learning Programme Annual Report Summarised Strategic Review
Professional advisors:	
<i>Auditors</i>	D Lee and Co 2 nd Floor, Premier House 309 Ballards Lane London N12 8LY
<i>Bankers</i>	HSBC Bank plc 22 Victoria Street Westminster London SW1H 0NJ Abbey National plc 517 Green Lanes Haringey London N4 1AP
<i>Solicitors</i>	Blake Lapthorn Tarlo Lyons Seacourt Tower West Way Oxford OX2 0FB

ACTION FOR KIDS CHARITABLE TRUST

INTRODUCTION

The Trustees present their report and accounts for the year ended 31 March 2008

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" revised in March 2005

Description of the charity's trusts.

Governing document:

Action For Kids Charitable Trust was originally registered under a Deed of Trust in 1992, in response to the unique problems facing severely disabled children and their families and in recognition of the disparity between the numbers of such children and the availability of appropriate aid and support

Due to the expansion of the Trust, the Directors/Trustees were advised to incorporate as a charity. With effect from 1st April 1998, Action For Kids Charitable Trust was registered as a charity and a company limited by guarantee

Objects of the charity:

The relief of children and young people who are suffering from sickness or physical or mental disability by assisting them to lead full and independent lives and by any other means whatsoever

The provision of support and assistance to the carers of children or young people suffering from physical or mental disability

Such other charitable purposes as the Trustees may from time to time think fit

There have been no changes in objects since the last Trustees' report

Vision

Our vision is a world where all disabled young people and their families receive the support and advice they need, when they need it, for as long as they need it

Mission

Our mission is to help physically and mentally disabled children and young people find greater levels of independence and opportunity through the provision of appropriate aid and support

We achieve this through our programme of services

- 1 Helpline & Family Support Service, providing information, advice, direct and indirect support
- 2 Mobility and other equipment provision to aid independent movement and greater independence
- 3 The Work Related Learning Programme, providing access to employment, life skills development independent living and greater independence

ACTION FOR KIDS CHARITABLE TRUST

INTRODUCTION

Values

Our values are based on friendliness, approachability, personal contact, dedication and openness

Action For Kids provides a safe environment where people can express themselves openly – as part of a family rather than being on a conveyor belt. AFK is not about numbers, but about quality, and the 'family feel' of being a small charity is a critical factor in our identity and culture.

We seek to create an inclusive environment in which everyone feels they are a stakeholder and part of the family. We try to build long-term relationships that have meaning.

Our emphasis is on independence, and we focus on abilities, not disabilities. We offer a down-to-earth, practical, personal and caring service, working for the right outcomes for young people.

As a charity we value all the volunteers, donors and funders who make it possible to carry out the work with the young people.



Inclusion Policy

At Action For Kids we strive to be fully inclusive in the provision of our services to children and young people with learning difficulties and disabilities together with their families. Since its inception in 1992 Action For Kids, a charity built upon family values, has embedded in its approach to supporting these people a desire to facilitate the development of greater independence in an effort to further their life chances.

Action For Kids (subject to its legal remit) defines and regards inclusion in its widest context. Our services are equally and fairly available to all regardless of learning difficulty and/or disability, ethnicity, nationality, gender, sexual orientation, religious or spiritual beliefs.

Our Family Support Services (FSS) and Work Related Learning Programme (WRL) are based upon the belief that by creating greater independence, providing opportunities and offering support in a fully inclusive environment, we can facilitate a young person's active participation in the community, in education, training, employment preparation and recreational opportunities, giving them the chance to realise their full potential. Being in a safe and inclusive environment gives them the aspirations, confidence and self-belief to move on and develop skills for greater levels of independence in adulthood.

Action For Kids acknowledges and has regard for the United Nations Convention on the Rights of the Child 1989 and the UN Standard Rules on the Equalisation of Opportunities for Persons with Disabilities (1993).



ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Trustees and Governance

The Trustees who served for the period of this report

J Bidston – Chair/Secretary
M Harry – Treasurer
J Szollar PhD, MD, FRCPCH
MHP Doyle (Resigned 2/07/07)
TW Ray (FCA) (Resigned 10/04/07)
D E Thomas MIBA
P Woodcock (Appointed 19/06/07)
L Troksiarova BA (Appointed 25/03/08)
M Lewis BA (Appointed 20/05/08)

None of the Trustees has any beneficial interest in the charity. All of the Trustees have a liability to contribute £1 in the event of a winding up of the company.

Body entitled to appoint any charity Trustee.

Members of the charity / The charity Trustees

Trustee selection method

There is no sub-committee and Trustees are appointed by way of a vote and recommendations. The Board of Trustees through a simple majority then approves it.

Trustee Training.

There is an induction process and all Trustees have a job description and code of conduct. Thereafter, there is an annual Board Appraisal and a Board Away Day annually where Board members receive appropriate training in their roles as Charity Trustees. Additionally, Board members can avail themselves of external training courses relevant to their roles as required and agreed.



Organisational structure.

The Chief Executive is appointed by the Trustees to manage the day-to-day operation of the charity. All day-to-day management is then delegated via the Chief Executive to the Senior Management Team (SMT) who, between them, manage the following functions:

- Advocacy and Helpline
- Beneficiary, Equipment Provision and 'Permanent Loan' Administration
- Business Development
- Committed Giving
- Communications, PR & Media Development
- Corporate Fundraising
- Donor Acquisition and Development
- Events and Community Fundraising
- Family Support Services
- Finance
- Head Office Administration
- Human Resources & Facilities
- Information Technology
- Legacy Development
- Outreach Services
- Special School Support
- Peer Mentoring Project

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans

- Regional Co-ordination and Development
- Towards Independence & Inclusion Projects
- Trust Fundraising
- Volunteer Fundraising and Support
- Volunteer Recruitment
- Work-based Training Projects
- Work Experience Office-based and Employment Training
- WRL Partnership Development

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#### **Senior Management Team**

|                                       |                        |
|---------------------------------------|------------------------|
| Chief Executive Officer               | M Hayes                |
| Founder/Executive Officer             | S Bishop               |
| Finance & Corporate Services Director | P Townley (Deputy CEO) |
| Work Related Learning Director        | J Read                 |
| Business Development Director         | M Galvin               |
| Fundraising Director                  | S Rogers               |

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Risk factors:

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to these risks

As highlighted in last year's report, the charity is now an accredited Investor In People and this continues to help ensure that policies, procedures and controls are regularly reviewed, updated and where necessary improved. This assists us in minimising our risk exposure.

The new centralised database implemented last year now allows for information to be more readily shared between departments, where appropriate, and has also helped protect our donor base from fragmentation.

Our regular review of the charity's five-year strategic plan continues and will ensure that the aims for the future properly take into account those challenges and risks identified as likely to arise.

Activities, Achievements and Future Plans

The AFK Helpline & Family Support Service:

There is often very little direct support available to parents of children with disabilities and no central place to turn to when they find out that their child has a disability. In addition, there is often no one to tell them what help is available or what to do if the local authority cannot help. As a consequence of this, we have seen our Helpline & Family Support Service continue to grow throughout this reporting period.

Our national Helpline and Family Support Service (FSS) offers the support and advice needed when applying for mobility equipment and offers guidance on the services we run for disabled young people across the north London region. Our Family Support team is also there simply to listen. Many families face complex issues surrounding disability and can often feel isolated, cut off from the outside world with no consistent support from statutory agencies.

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Throughout a disabled child's personal development, families can find themselves dealing with unique and complex situations and find it hard to access appropriate, on-going guidance and help. Whether it's securing practical and financial support or coming to terms with a child's transition through teenage and into adult life, our national Family Support team provide assistance in a variety of ways offering

- Guidance through future equipment needs and support services as the child develops
- Parental support and guidance, often being simply a listening ear
- Signposting to relevant professionals on issues such as bereavement, relationship difficulties and personal development
- Help in sourcing and securing relevant financial support available to those with learning difficulties and disabilities

Our commitment is to developing long-term relationships with our beneficiaries, their parents and carers, and to working closely with a broad range of health and social care professionals to assist families in resolving practical and emotional issues associated with disability, as and when they arise

The Family Support Service is also the linking mechanism to all of the Trust's other charitable activities and a central point for advocacy including staff advocacy

Our aims for 2007/2008 were to:

- Enhance the support given through growth and increased integration with external agencies across all service provision
- Improve information and effectiveness across all areas through the enhanced use of the new organisation-wide database
- Increase structured professional Home Visit facility by 15%
- Continue to train and build an appropriate staff team capable of handling the projected growth in service provision
- Develop proposals for consideration of new Independent Living facility

The impact of our Helpline and Family Support Service in 2007/2008

Enhance the support given through growth and increased integration with external agencies across all service provision

On average the department deals with around 40 family contacts per day (in and outbound calls plus e-mail), these are quite wide ranging from funding enquiries through maintenance, bereavement issues through signposting, or just providing a listening ear to the many problems our families face

The enquiries are split approximately 85%-15% phone and email with the latter now gradually increasing. This equates to a volume of around 10,000 contacts per annum and is an increase of 12% over last year - despite the fact that during the year, spend was reduced as a result of the financial constraints discussed elsewhere

This indicates the continued steady growth and spread of family support services - separate from the mobility equipment - element of it

Improve information and effectiveness across all areas through the enhanced use of the new organisation-wide database

From an administrative perspective we have focused on using the new database to its full potential. Whilst we readily recognise that there is much work still to be done great strides have been made by the department during the year

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Increase structured professional Home Visit facility by 15%

Home visits have been fairly slow this year, mainly due to limits on available funding for equipment, however, it is hoped with improved income, that these will increase in the coming year

Toward the latter end of the year, we started to use the services of a qualified Senior Physiotherapist to carry out, on an ad hoc basis, professional assessments as and when required by the department, to date three such assessments have been completed

By providing this service we will, in addition to providing "one to one" support, reduce some of the costs (which can at times be excessive) from outside repairers and suppliers and also to some extent, this meets one of our strategic objectives - namely the appointment of a Family Liaison Officer, in a more cost effective manner for the time being

Continue to train and build an appropriate staff team capable of handling the projected growth in service provision

In this reporting period we reviewed our monitoring and evaluation processes. From it, new audit surveys, letters, etc. were developed and subsequently, we have carried out in conjunction with this, telephone interviews with a cross section of beneficiaries, who received and completed, for testing - the new evaluation documents

From the survey, we had an 87.5% return rate with 95% indicating very satisfied with the FSS service

The following are a few examples of additional comments made

"They do everything fantastic"

"They are perfect the way they are, wouldn't change a thing"

"Would like AFK to put their weight behind getting emergency breakdown cover over weekends"

"I would like to say that it is a fantastic charity and they should be proud of all the good work that they do 100% satisfied, utterly satisfied"

"Always helpful"

"Thank you, without AFK we would NOT be an independent stress free family"

Over this reporting period we have continued to invest - on a daily basis, a significant amount of time providing advocacy to in-house students, the department continues to have an open door policy, providing time for students to come and talk whenever they have need of it. This approach allows us to form a relationship of trust that enables the student to raise any issues that they may be anxious about. Issues raised in this way that require further involvement with third parties are followed through by FSS or in conjunction with the WRL team

There have been many positive outcomes in this area of work, however by their very nature they must remain confidential. Nevertheless, several (anonymous) case studies, illustrating the soft outcomes synonymous to this type of work, have been produced to aid both reports to funders - and other areas of work

Develop proposals for consideration of new Independent Living Facility

During the year various ideas have been worked on with regard to the new Independent Living Facility and others that are directly linked to the overall theme of "Independent Living"

For example, a trial Webcam Communication facility was set up as a test by the team in conjunction with the IT department, to enable contact to be maintained over long distances with a WRL student and his family, who were undergoing a period of one-to-one counselling support via the FSS director and CEO. During this phase we successfully linked a group meeting of other WRL students with the young person in question, who was at the time overseas. This had an immediate benefiting effect not only on the young person, but

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

also his family

The 'Girls Night In' ('GNI') workshop was launched in February 2008, and is a new programme that will be affiliated to the daily living skills/independent living training as it develops. The group is made up of 10 girls from the WRL department supervised by the FSS staff. The sessions are workshop style covering topics such as personal hygiene, fashion, make-up, etc. in an easy going format.

The GNI is proving to be a huge success with a waiting list of applicants building, with similar enquiries for a 'Boys Night In' being received from our male WRL students and it is envisaged that once the "Gatehouse" is operational we will expand the group and form a similar boys group. This in turn will then allow us the opportunity to form the long awaited parents group as well as other workshops.

It is envisaged that the groups will develop and help us meet one of our major strategic Key Performance Indicators, namely the development of a focus/user group, capable of interacting with and enabling feedback to occur, in a more natural and less confined way, for the benefit of the Senior Management Team, Board and the Trust's future development. Despite several attempts and different approaches in the past, it has not been as successful as we would have liked in getting this particular KPI to fruition but the 100% enthusiasm we have received to date from the GNI indicates the future progress will be much more positive.

Additionally with the need to ensure all outcomes, both "hard" and "soft" are measured, structures are gradually being introduced into the sessions in order to monitor and evaluate, minutes are taken and read - and one student has been nominated by the group to provide a verbal progress report to the trustee's at board meetings - as and when possible.

Feedback from the parents has been very positive and we are in the process of developing a short questionnaire for parents and students to track progress from their viewpoint, which will not only enable us to further monitor and evaluate outcome, but importantly, enable the start of parent's workshops to occur, which in turn will lead hopefully to further independence for the young people in question, thereby beginning to break the cycle of dependence, both financial and personal.

Finally, I am delighted to see just how very encouraging it is to see the students bond and to watch their confidence grow. They bring a myriad of issues to the table to discuss and share with each other. From this we have been able to identify many relevant concerns and follow them through, in a natural way to a reach a positive outcome.

Mobility Equipment Programme:

We provide mobility equipment to children and young people with disabilities across the United Kingdom up to the age of 26.

Our aim is to provide children and young people with the help they need to enjoy the independent, fulfilling childhoods they deserve – when they need it. Local authorities will often provide equipment essential to a child's medical requirements but overlook their social, emotional and psychological needs. We provide the mobility aids that enable a child or young person to take a more active part in both family and community life by approaching provision in a way that encompasses their wider requirements wherever possible.

Mobility equipment is provided under two schemes

- 1 Gifted outright for items which do not generally need specialised servicing (such as trikes)
- 2 Permanent loan for those items that require regular servicing or adaptations as the child grows, such as electric powered indoor-outdoor wheelchairs (EPIOCs)

Under Scheme 2, if users no longer require the mobility equipment we have provided, it is returned to us for refurbishment and we then pass on the equipment to other users. This ensures that our funders' hard-earned support is fully utilised.

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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Our aims for 2007/2008 were to:

- To grow investment in mobility equipment by 30%
- Continue to develop the range of equipment offered to include smaller appliances such as text communication aids

To grow investment in mobility equipment by 30%

During the year, we provided mobility equipment to 78 children and young people across the UK, ranging from 2-26 years of age. Of this equipment 57 were gifted outright and 21 on permanent loan. Although the value of the equipment was £234,004 (excluding any on costs), as a result of funding restrictions we have not been able to invest in this service to the level hoped for.

However, in line with improved funding, the waiting list was re-opened in January with ordering again restarting. By the end of the financial year there were 34 applicants to the value of £164,532 on the list.

Additionally, having kept the contact details of those who had made enquiries following the closure of the waiting list, contact was resumed with the pending applicants and a further 225 application forms were sent out by the year end.

In this reporting period we have successfully refurbished and reallocated 4 powered wheelchairs to new users. This is an arduous task and as the group that we work with have very specific disabilities and individual needs, it is not always possible to match the specification of another person's chair to the new recipient/child in a cost effective way. Therefore, at the present time we have several items of returned equipment waiting for refurbishment and re-allocation.

Requests for maintenance were carried out with a total spend of £31,378.

Over the past year we have been using the services of a seating specialist/service engineer. In January 2008 we contracted him on 2 days a week to part cover the maintenance of our equipment nationally.

Using professional contractors, the FSS department has also developed completely new sets of clinical assessment forms, these will be sent out with applications once the new grant application (currently under development) has been completed.

Continue to develop the range of equipment offered to include smaller appliances such as text communication aids

Loaned equipment consist of powered wheelchairs and those gifted usually consist of a wide range of smaller items such as manual wheelchairs, sports wheelchairs, tandems, trikes, walkers, E-motion wheels, hoist, passive, feeder, exerciser, buggy, communication aid, power packs etc.

We are always considering other pieces of mobility related equipment that we could provide which may, in many circumstances, make significant improvements to a youngster's life at a relatively modest cost.

The development of the website continues for families and carers of children and young people with learning difficulties and disabilities who can now also contact the Trust and make applications on line.

Changes, developments and future plans:

Helpline, Family Support & Mobility Equipment Provision

Our aims for 2008/2009 will include to set up:

- Parental Workshops
- Independence Workshops

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

- Recruit transition advocates
- Increase spend on equipment
- Develop user council



The Work Related Learning Programme

We provide work related learning opportunities, work experience and training to young people (aged 14-26) with learning difficulties and / or disabilities from schools, colleges and other statutory and voluntary organisations in north, east and central London. Our Work Related Learning Programme aims to increase personal independence, improve employment opportunities and alternative career paths by allowing young people to discover and develop their abilities, fulfil educational and training goals and gain practical experience of a working environment.

Our five-year strategic plan clearly maps our objectives. We have targeted key areas for Service development, which will be delivered and driven by key performance indicators (KPI's). This will ensure that we monitor the targets we set and will enable us to measure our successes.

Achievements/Outcomes

We are now an accredited centre for the Open College Network.

We have had a brilliant year in Work Related Learning (WRL) by increasing the number of young people who benefited from 1,396 last year to 1,906 this year, an overall increase in service delivery of 36%. This is significantly over and above our original target of 26%. In addition, we have increased our referral sources and partnership working with other organisations.

In- House

Overall, In-house WRL increased the number of sessions for young people from 687 last year to 1,051 this year, an increase in service delivery of 53%. This increase is due to the adoption of a new strategy to meet the increasing demands upon our In-house placements. In this year we have strategically maximised our capacity to work with two or more schools a day by inviting schools and colleges in for half day sessions. This increase occurs despite the fact that we are operating at almost our optimum capacity within our current accommodation.

This year we have further developed schemes of work within the In-house Service which offer young people additional structure for their work experience and further opportunities to record progress. In addition, we have become a recognised centre for Open College Network accreditation.

Outreach Service

Outreach once again has increased growth and importantly, its impact in schools and colleges. Overall the number of young people who benefited has risen from 709 last year to 855 this year - an increase in service delivery of 20%.

The majority of our Outreach delivery was provided in the Autumn and Spring terms, school holidays were utilised for the development of schemes of work for Outreach use and additionally to support those working In-house.

In Special Schools alone we expanded Outreach Services by 22%, most notably we expanded our work in mainstream schools and FE Colleges, these have shown respectively increases of, 94% in mainstream schools, 51% in FE Colleges and 162% in Outreach Opportunity Forums, where we address larger groups in relation to WRL.

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Further and most importantly, the Outreach Service has continued to develop differentiated work to meet the wide spectrum of learning needs from young people with profound multiple learning disabilities, through severe to moderate learning difficulties, our client groups in both mainstream and FE Colleges benefit enormously from this

The work we do in FE Colleges is at a cutting edge in terms of preparing young people where possible - for the world of work. Indeed for those not yet ready or able to access employment, the chance to access AFK services offers them a progression from College and an option in their early 20's, which otherwise would not exist due to the lack of post FE College provision, or training opportunities

Service Development and Key Performance Indicators

AFK's five-year strategic plan clearly maps our objectives. We have targeted key areas for service development, which will be delivered and driven by key performance indicators (KPIs), this will ensure that we monitor the targets set and enable us to measure our successes

We are delighted to say that this year WRL has, as mentioned earlier, performed extremely well against its KPIs, which were focussed upon expansion and growth of all its services

Many of our work schemes are designed so that they relate to our fundraising initiatives and young people when working on these initiatives are encouraged to take ownership of their work, this of course enables them to see real tangible outcomes. For many this provides a sense of pride and a massive feel-good factor, in that they are supporting through their work, other young disabled people who in turn benefit from - mobility equipment and other AFK services

In conclusion, 2007 - 2008 has been a year of sustained growth and expansion in our service capacity, especially in Outreach Services, we plan to further develop Outreach in the coming year and accommodation permitting, will work further toward enhancing our already highly successful In-House provision

Feedback

We rely on feedback from our stakeholders, not only to ensure we are carrying out our work effectively but also to help us in directing our future focus and plans. The quotes below show what is thought of the services offered

Young Person - "I like to mentor everybody at Action For Kids- it is the best thing ever. So I mentor everyone who needs help. It is fun and I have learned lots of things about life and work here and I know that everything is succeeding for me. I mentor young people with disabilities and show them lot of things."

Parent - "Steven is definitely treated as an individual and his programme seems to have been invented especially for him, the staff are very supportive from when he started and up to now."

Teacher - "Pupils enjoyed sharing experiences and enjoyed their placement therefore able to feel that they had completed work experience like their peers back at school."

Teacher - "The approach of the Outreach Officer was brilliant and his teaching style with a group of severe learning difficulty (SLD) pupils with complex needs, was very adaptable and effective."

Developing Partnerships with Client Groups

In the last year we have established relationships with a further 34 referring agencies from 19 London boroughs and one out of London area (Herts & Essex). This represents a sustained growth in this type of partnership work, over last year (201) bringing our total this year to 254 referring agencies, including educational providers

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

In education we worked with 30 Special Schools (across 9 boroughs) and 50 Mainstream Schools, (across 11 boroughs)

This year we received funding of £105,000 from North London Connexions to work in Barnet, Enfield, Haringey and Waltham Forest. We exceeded targets set in 3 boroughs and met them in the remaining borough.

We continue to maintain our partnerships with job brokers, such as, Job Centre +, Remploy, Shaw Trust and Ellingham, to support young people seeking employment.

Advocacy and Support for Young People

Advocacy is an important aspect of the work we do and we have responded to the high demand for this service. Every young person on Work Related Learning (WRL) receives at least 1 hour of advocacy as part of his or her induction to WRL and further time as required. The following are brief examples of the type of needs we have responded to:

- advocacy support for young people and their families in work based learning, offering advocacy/self advocacy in negotiating placements and ensuring their support needs are being met
- assisting young people to get a Personal Assistant (PA's) and/or negotiate with their existing PA's
- support to get Direct Payments, to live independently or in supported living accommodation
- advocating and signposting young people seeking employment or work based learning
- support with referrals to other agencies (social services, Connexions, health, education, housing/independent living, and voluntary organisations)
- support from AFK direct to families and home liaison as required
- negotiation support with Social Services regarding Key Workers or Personal Assistants, available as required
- advocacy support with personal care (hygiene) and money management
- advocacy support with inter-personal skills within their peer group
- advocacy support for issues such as, dealing with conflict, anger, feelings for other people, bereavement, sexual health, racist and/or 'disablist' comments passed between young people

Transport

Transport continues to be one of the greatest barriers for young disabled people accessing opportunities in education, work experience, employment and training. Action For Kids has two minibuses, to breakdown this barrier and meet the demands, as our WRL Services expand. We are pleased to report that funding for a third minibus has been secured from the President's Club and delivery should take place early in the new financial year.

Young People's Involvement

We involve young people in all aspects of our work as a charity, uniquely young people work alongside our staff in fundraising, family support services, corporate and finance indeed all departments, they undertake genuine work and are respected for their input.

Feedback, as already indicated, from young people, families and partners consistently highlights our person centred approach, the wide range of learning opportunities available and the effectiveness of young people working in a relaxed yet professional atmosphere.

WRL work with and support the AFK young people's board, this group (a major strategic KPI) was developed for and is intended to - provide young people using AFK services with a channel of communication through which they are able to share their thoughts, ideas and views with staff of AFK and indeed the Board of Trustees with whom they interact.

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Targets for Year 08/09

- To increase overall capacity of outreach and in-house provision by 30%
- Recruit appropriate staff team to deliver growth plans
- Secure recognised delivery training qualifications for operational WRL staff team
- Launch OCN programme by October 2008
- Integrate OCN accreditation into the developing Independent Living strands
- Secure accreditation of 50 young people, across delivery strands – within the last six months of year one

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Volunteers and supporters:

The charity has continued to recruit volunteers at an increasing rate during the year. These people support the charity in many different ways such as

- Organising fundraising events
- Selling raffle tickets
- Supporting WRL Programme trainees
- Promoting our work in their local community
- Working at our Head Office

The real value to the charity of these supporters is almost immeasurable. Without their help we would not be able to provide the amount or level of services we currently provide and we express our utmost gratitude to them.

As an indicative value of our 20,000+ volunteers' contribution, if each volunteer *only provided 2 hours per year* at an average pay rate of £9.00 per hour the cost and thereby the saving to the charity would equate to a minimum of £360,000. Two hours a year is, of course, a *total understatement*. The reader will, therefore, note just how important volunteer time is to the Trust.

Fundraising.

2007/2008 was another challenging year for the Fundraising department at Action For Kids. As seems to be the trend for the sector, there were again a number of staff changes including the Fundraising Director. However during the year we were fortunate to be able to appoint an experienced Interim Director. In addition, other new members of the team have been recruited. In particular, we are fortunate that the Direct Marketing Manager who was providing maternity cover is to continue to work with us long term.

Last year we referred to increasing our income from statutory sources. Although we have not yet been able to achieve this to any great degree, a lot of work has taken place during the year in ensuring that we are able to bid for appropriate contracts or grants when they become available. In particular, we have produced a number of bids in the year together with pre-qualification questionnaires (PQQ) which are now, almost always, a pre-requisite for local government or indeed central government funding. As we have stated in the past, however, we will always ensure a healthy balance with voluntary income is retained to ensure our independence and sustainability.

We are pleased to report that we have recently appointed a Business Development Director, who will work, in tandem with Fundraising, to achieve the above goal.

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Fundraising targets and objectives 2007/2008

- Continue to develop overall income (excluding capital) towards the target of circa £4m by 2009/10
- Ensure all unclaimed Gift Aid is claimed in a timely fashion
- Recruit 1800 new Committed Givers and 3,000 new cash donors
- Increase income from new and lapsed corporate and trust donors
- Increase the uptake of existing events in aid of AFK and introduce new events into the AFK fundraising portfolio
- Utilise AFK's 15th anniversary to maximise press coverage

Continue to develop overall income (excluding capital) towards the target of circa £4m by 2009/10

Despite a period of transition the Fundraising Department still managed to increase "like-for-like" income year on year by 7% although actual totals did fall below those targeted

Our Volunteer Recruitment Programme has been an important source of income and awareness raising for AFK since the charity began. We rely on – and remain extremely grateful to – those individuals who volunteer to sell raffle tickets on our behalf, as well as the Work Related Learning students who ensure the raffle tickets are sent out to the individuals concerned. Last year we reported that after ceasing using external calling agencies to increase participation, we decided to concentrate our efforts instead on our in-house team for volunteer recruitment. Following on from this there has been a sharp increase in the amount of income received from the raffles, and hence, numbers of supporters generated. We now regularly have £1500 - £2000 of donations each day. This has been achieved, by an increase in evening team staff but primarily as a result of the dedication and experience of the new evening management team and staff.

The aims and objectives for each income stream set for the following year are realistic and form a strong foundation for the next 12 months. An excellent "spirit" exists and the enthusiastic and committed team are working well together and gives much encouragement for the future.

A Major Donor recruitment campaign will be briefed to 2 or 3 Direct Marketing Agencies in the coming year. We will also undergo profiling of our warm data to locate potentially wealthy individuals who are currently giving at a lower level to AFK. This together with highly targeted cold lists should result in the acquisition of several high-value committed supporters.

Work will also continue on developing and maintaining existing major donors with regular communications being sent to these valuable individuals.

In respect of Legacy income, we have seen an increase of 58% on the previous year, which is very positive and suggests that our ongoing Legacy Marketing of the past few years is starting to have an affect on income received.

Legacies are notoriously difficult to predict but we hope to see a further increase in the coming year.

We have continued with adverts in specialist media across the country. Although, we tend not to receive any direct feedback from these adverts, we have had two legacies this year from people who have never previously supported AFK, which suggests that our message is getting through.

We also mailed 8,000 Wills and Probate Solicitors across the country to introduce them to AFK. We received some positive feedback from this and hopefully will see this turn into Legacy Income in the coming years.

Ensure all unclaimed Gift Aid is claimed in a timely fashion

During the year much work has been undertaken to ensure Gift Aid Declarations are received wherever possible and that historic "Gift aided" donations are claimed. The new database has enabled some

ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

outstanding claims for earlier years to be made and others will be submitted in the current year

We still strive to increase the percentage of donations received with declarations and this will continue in the current year

Recruit 1,800 new Committed Givers and 3,000 new cash donors

Although we have failed to hit our target of £300,000 this year in Direct Mail we have increased our income by 10% on last year. As with the previous year we produced five warm appeals and four recruitment appeals.

With the help of the new database all campaigns were segmented by recency, frequency and value to allow us to target our ask strategy at exactly the right sections of our warm donor file.

Average response rates' across all appeals, was 11% across warm cash donors, 10% for committed givers and 2% cold.

We recruited 1,400 new donors this year.

We have undergone a full cleanse of our database. Over 400,000 donors were matched against various changes of address and deceased files – this will increase our cost effectiveness going forward as we will no longer be mailing donors who are either deceased or no longer living at the address we hold for them. This also means we can mail our lapsed donors with more confidence.

We have recruited 420 new direct debit payers. This is far below our target for this year but after encountering problems with our raffle to committed telephone campaigns at the beginning of the year we were forced to change agencies.

The new agency achieved excellent results in the test campaign of 12% conversion in August and have maintained this during the roll out campaigns. With the increased raffle sellers coming through each month and the new agency now settled into the campaign we hope to see a substantial growth in Committed Giving this year.

Increase income from new and lapsed corporate and trust donors

Trusts and Foundations -Total income for the year was £556,527 which was 10% above budget. Included is a grant of £48,527 from the President's Club for a new mini-bus for the WRL Services. As mentioned earlier, we also received income of £105,000 from North London Connexions. A total of 19 new Trusts were recruited in the year.

In total, 157 different trusts supported AFK's work during the year. In the coming year, we will seek to increase the number of donors, so as to reduce reliance on specific donors.

A further 18 Trusts that had not given to us at all during the past three years were re-activated as donors.

Corporates - A part time Corporate Fundraising consultant employed over this period laid the groundwork for many potential new "Charity of the Year" opportunities. Our relationship with Nielsen continued through the year and we are delighted to report that the Nielsen Charities Committee agreed to extend their agreement to support Action for Kids until the summer of 2008. An introduction made by the Interim Director of Fundraising to Investec led to the recruitment of Investec's 12 Gold Bond places in the 2008 Flora London Marathon.

Involvement by many of our corporate partners in the Work Related Learning programme continues and our thanks go to Ashurst, Nielsen, The Parthenon Group and Thorntons Budgens who all have given our

ACTION FOR KIDS CHARITABLE TRUST

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008**

Activities, Developments & Future Plans Continued

students' invaluable time and training

Thanks also to Marshall Wace and The ExPat Foundation for their continued and generous support

Increase the uptake of existing events in aid of AFK and introduce new events into the AFK fundraising portfolio

A new Events Officer took up her position half way through the year and immediately made efforts to broaden the range of the type of events away from our heavy reliance on sporting events alone. The Women's HydroActive Challenge in September had a large amount of runners donating their entry fee to AFK and the September 2008 event has been renamed "The Adidas Women's 5k Challenge"

London Marathon 2007 did not reach its income target, however, the 2008 Marathon will be much more successful with many of our Golden Bond runners exceeding their target even before the event took place

Sponsored Skydives were very successful in exceeding target due to a group of skydivers from Manchester University raising over £3,000. A drive to sign up Universities to take part again has started and we are hoping to have a similar team in 2008/09

Community fundraising has brought in £77,000, which is an increase of 71% over last year. Funds have been received from a number of Golf Clubs. Etchingham Golf Club raised over £3,000 in November and Leighton Buzzard raised over £3,000 in February. Money came in from a Street Party in Finsbury Park in Summer 07 and also smaller donations from Rotary Clubs, Fete's and Schools

Our thanks go to the Gentleman's Night Out Committee in Birmingham who continue to support us through their annual dinner. This once again brought in £10,000

Utilise AFK's 15th anniversary to maximise press coverage

During this our 15th Anniversary year a "party" was arranged to thank our regular supporters and volunteers for their generosity. It was attended by the mayor of Haringey, Sheik Thompson and Lynne Featherstone, MP for Hornsey and Wood Green. Two excellent speeches were made by Lorna Marsh, who had been given a powered wheelchair by AFK in 2004 and Richard Denham, past Work Related Programme student.

Two newsletters were produced during the year, the most recent with a total redesign and additional pages

A new member of the Fundraising team has now taken on the responsibility for ensuring that the AFK website is updated on a regular basis and has carried a report on traffic and an over view of content and functionality. Enhancements to the website are being planned for next year

A more formal relationship has now been agreed between AFK and our PR Agency and this should lead to a far more pro-active media awareness campaign

Professional photographers have been commissioned on a regular basis to ensure that we create an up to date "library" of relevant, emotive and appealing photos

The Future

In addition to the ongoing targets for the year, the following are a snapshot of targets and objectives for 2008/2009:

- To generate fundraising income in 2008/09 of £2.4m
- Ensure any backlog of unclaimed Gift Aid is claimed in a timely fashion
- Develop a new "Major Givers" campaign to increase income generated from this area
- Develop new streams of statutory funding via grants and/or contracts
- To build on the success of our volunteer recruitment programme to increase the sale of raffle tickets

ACTION FOR KIDS CHARITABLE TRUST

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008**

Activities, Developments & Future Plans Continued

Review of financial position:

For the first time since 2003/04 we have achieved an overall surplus. The total surplus of £68,837 compares to a deficit of £77,378 last year and is the result of close control over costs and also an increase in general fundraising.

Income this year at £1,927,488 may be less than the record amount last year of £2,007,264 but there has, once again, been growth if income received for the New Building Project is excluded. In fact, "like for like" total income actually rose by 7%.

Our income target was £2,125,000 and the shortfall has necessitated a continued close control to be retained over expenditure in the year to ensure overall outgoings are such that we were able to achieve a surplus as budgeted. This therefore, has meant that we have not been able to purchase mobility equipment at the rate we had hoped.

As a result of the above, our total expenditure on charitable activities amounted to £1,464,603 which is a reduction from our level last year of £1,680,004 as included in the Statement of Financial Activities. When combined with the purchase of charitable fixed assets of £124,784, the total expenditure on our service provision is £1,589,387.

The costs included, relating to the governance and management of the charity, have risen slightly due to the increase in the detail required within our reporting but at £70,767 are still less than 4% of total incoming resources.

Costs of generating voluntary income has reduced slightly to £394,048 and are 20% of total incoming resources, which once again, is consistent with the previous year.

Total reserves amount to £1,252,084, of which £901,982 represents restricted funds. In total, £911,715 of total funds is required to finance fixed assets. As a result of our sustained drive to create operating efficiencies whilst ensuring a continued commitment to maintain and develop services, unrestricted reserves have risen by £52,977. Restricted reserves have increased slightly and this reflects the ongoing financing of restricted charitable fixed assets and our building.

We are very pleased to report that during 2007/08, the re-establishment of the level of unrestricted reserves has begun to occur in line with expectations and plans. However, further progress will need to be made in the current year in order to achieve reserve levels closer to that set out in the reserves policy.

In the context of the future plans for the charity, the directors/trustees believe that the funds of the charity are adequate on a fund-by-fund basis to fulfil the obligations of the charity.

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### ***Funds in deficit:***

The charity had no funds in deficit during the year.

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ACTION FOR KIDS CHARITABLE TRUST

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008

Activities, Developments & Future Plans Continued

Related parties:

The charity had no related parties during the year



Policies

Grant-making policy

In providing mobility aids which are appropriate for disabled children and young persons the charity assesses each applicant in accordance with the following criteria in descending order of importance

- 1 Those in greatest need (as judged by their level of disability, their current resources and the likely improvement to result from the provision of the mobility aid)
- 2 The length of time, which has elapsed since their need for the mobility aid became apparent
- 3 The length of time, which has elapsed from the date of their application to the charity
- 4 The cost of the mobility aid required
- 5 Any other appropriate factors

Reserves policy

It is the policy of the charity that we aim for unrestricted funds that have not been designated for new projects to be at a level equivalent to six months expenditure on revenue items and charitable assets combined. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Most mobility aids are provided under our Permanent Loan Scheme. We retain ownership of the special equipment we purchase on behalf of disabled young people and take responsibility for its repair and maintenance. This relieves parents of a tremendous financial burden and also allows us to ensure that the equipment is used to its maximum. When a young person has no more requirement for a piece of equipment (usually for reasons of growth) we recondition it and either pass it on to another young person or donate it to a special school. As our equipment base increases this represents an increasing financial commitment.

We expect mobility aids to last at least five years and the charity has designated funds to ensure that it can cover the service costs and associated administration costs for this period.

Declaration of Interest Policy

The Trust has a Declaration of Interest policy that all Trustees comply with



Specific investment powers:

The charity has the power to make any investment the Trustees see fit



ACTION FOR KIDS CHARITABLE TRUST

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008**

Activities, Developments & Future Plans Continued

Public Benefit:

The Trustees consider that the detailed descriptions/accounts of its work as contained within this report, combined with the signposting to other relevant supporting documents, etc clearly indicate the benefit provided by the Trust not only to its immediate beneficiaries, but through them to the wider community as a whole. In this way the Trustees feel confident that the Trust's objects are still relevant and that the organisation is working constantly toward meeting them

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### **Asset cover by fund:**

Note 18 (below) sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis

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Appointment of auditors.

In accordance with section 385 of the Companies Act 1985, a resolution proposing that D Lee & Co be reappointed as auditors of the company will be put to the Annual General Meeting

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### **Statement of Trustees' Responsibilities:**

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period

In preparing those accounts the trustees are required to

- 1 Select suitable accounting policies and then apply them consistently
- 2 Make judgements and estimates that are reasonable and prudent
- 3 Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business

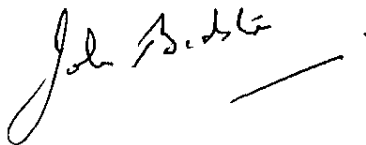
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

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Signature and Declaration

I declare, in my capacity as charity Trustee, that the Trustees have approved the report above and have authorised me to sign it on their behalf.

Signature



Date 15th July 2008

Name John Bidston

Position Chair/Secretary

ACTION FOR KIDS CHARITABLE TRUST

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ACTION FOR KIDS CHARITABLE TRUST

We have audited the accounts of Action For Kids Charitable Trust for the year ended 31 March 2008 set out on pages 22 to 32. These accounts have been prepared under the accounting policies set out on page 24 and 25.

This report is made solely to the 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 company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As described on page 19, the trustees, who are also the directors of Action For Kids Charitable Trust for the purpose of company law, are responsible for the preparation of accounts in accordance with applicable law and United Kingdom Accounting Standards. Our responsibility is to audit the accounts 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 accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the accounts, if the charity 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 trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Trustees' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. 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 accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the accounts 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 accounts.

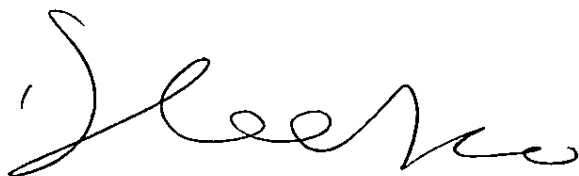
ACTION FOR KIDS CHARITABLE TRUST

INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE MEMBERS OF ACTION FOR KIDS CHARITABLE TRUST

Opinion

In our opinion

- The accounts give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 31 March 2008 and of its incoming resources and application of resources in the year then ended,
- The accounts have been properly prepared in accordance with the Companies Act 1985, and
- The information given in the Trustee's Report is consistent with the accounts



D Lee & Co
Chartered Certified Accountants &
Registered Auditors
2nd Floor, Premier House
309 Ballards Lane
London
N12 8LY

Dated 15th July 2008

ACTION FOR KIDS CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2008

	Notes	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Incoming resources					
Incoming resources from generated funds					
Voluntary Income	2	1,172,723	512,726	1,685,449	1,810,440
Investment income	3	11,016	-	11,016	9,617
Incoming resources from charitable activities	4	231,023	-	231,023	187,207
Total incoming resources		1,414,762	512,726	1,927,488	2,007,264
Resources expended					
Costs of generating funds					
Costs of generating voluntary income		394,048	-	394,048	404,638
Charitable activities					
Grants payable	5	8,569	100,651	109,220	80,679
Mobility Aids Project		150,063	123,806	273,869	324,052
Work Related Learning Services		541,548	272,409	813,957	997,409
Direct Assistance Project		49,864	-	49,864	52,444
Family Welfare Project		146,926	-	146,926	160,262
Governance Costs		70,767	-	70,767	65,158
Total resources expended	6	1,361,785	496,866	1,858,651	2,084,642
Net incoming resources		52,977	15,860	68,837	(77,378)
Reconciliation of Funds					
Total funds brought forward 1 April 2007		297,125	886,122	1,183,247	1,260,625
Total funds carried forward 31 March 2008		350,102	901,982	1,252,084	1,183,247

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985

There are no recognised gains and losses other than those passing through the Statement of Financial Activities


All incoming resources and resources expended derive from continuing activities

ACTION FOR KIDS CHARITABLE TRUST

BALANCE SHEET AS AT 31 MARCH 2008

		2008		2007	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	10		1,263,325		1,367,126
Investments	11		3		3
			<u>1,263,328</u>		<u>1,367,129</u>
Current assets					
Debtors	12	152,509		131,144	
Cash at bank and in hand		446,050		304,161	
		<u>598,559</u>		<u>435,305</u>	
Creditors: amounts falling due within one year	13	<u>(285,262)</u>		<u>(271,335)</u>	
Net current assets			313,297		163,970
Creditors: amounts falling due after one year	14		<u>(324,541)</u>		<u>(347,852)</u>
Total net assets			<u>1,252,084</u>		<u>1,183,247</u>
Income funds					
Restricted funds	16		901,982		886,122
Unrestricted funds					
Designated funds	17		350,102		297,125
			<u>1,252,084</u>		<u>1,183,247</u>

The accounts were approved by the Board on 15th July 2008 and signed on its behalf by


M Harry - Treasurer
Trustee

ACTION FOR KIDS CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2008

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) revised in March 2005, applicable accounting standards and the Companies Act 1985

The charity has taken advantage of the exemption in *Financial Reporting Standard No 1* from the requirement to produce a cash flow statement on the grounds that it is a small charity

1.2 Incoming resources

Donations, gifts, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource

1.3 Resources expended

All expenditures are included on an accrual basis and are recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the SOFA. The Charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT

The grants were all grants of equipment to disabled persons accounted for at cost

Costs of generating funds included salary, direct expenditures, and overheads costs of the staff to promote fundraising including events

Governance costs are those incurred in connection with administration of the charity and compliance of constitutional and statutory requirements

Resources expended allocated to the particular activity are the costs related to that activity and apportionments based on the percentage of total wages and salaries and floor area

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows

Freehold buildings	2% on straight line
Charitable assets	25% on reducing balance
Fixtures, fittings & equipment	15% on reducing balance
Motor vehicles	25% on reducing balance

1.5 Investments

Fixed asset investments are stated at cost

1.6 Pensions

The pension costs charged in the accounts represent the contributions payable by the charity during the year in accordance with FRS 17

1.7 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts. The trustees have decided that setting aside funds in this way is a useful financial discipline which will help the charity make the best use of its resources, even though there is no legal force to its designations

ACTION FOR KIDS CHARITABLE TRUST

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2008

1.8 Prepayment

The main prepayment is in respect of donor acquisition. The charity is currently investing in a campaign to increase its income. The costs incurred this year will not be realised until future years.

2 Voluntary Income

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Donations and gifts	<u>1,172,723</u>	<u>512,726</u>	<u>1,685,449</u>	<u>1,810,440</u>

3 Investment income

	2008 £	2007 £
Interest receivable	<u>11,016</u>	<u>9,617</u>

4 Incoming Resources from charitable activities

	2008 £	2007 £
Work Related Learning Services	<u>231,023</u>	<u>187,207</u>

5 Grants payable

	Unrestricted Funds £	Restricted funds £	Total 2008 £	Total 2007 £
Grants to individuals (57 grants)	<u>8,569</u>	<u>100,651</u>	<u>109,220</u>	<u>80,679</u>
	<u>8,569</u>	<u>100,651</u>	<u>109,220</u>	<u>80,679</u>

ACTION FOR KIDS CHARITABLE TRUST

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

6 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2008 £	Total 2007 £
Costs of generating funds					
Costs of generating voluntary income	168,063	773	225,212	394,048	404,638
Charitable expenditure					
Grants payable	-	-	109,220	109,220	80,679
Mobility Aids Project	69,515	145,982	58,372	273,869	324,052
Work Related Learning Services	529,590	36,045	248,322	813,957	997,409
Direct Assistance Project	29,792	-	20,072	49,864	52,444
Family Welfare Project	99,307	-	47,619	146,926	160,262
Governance costs	43,999	5,406	21,362	70,767	65,158
	<u>772,203</u>	<u>187,433</u>	<u>504,967</u>	<u>1,464,603</u>	<u>1,680,004</u>
	<u>940,266</u>	<u>188,206</u>	<u>730,179</u>	<u>1,858,651</u>	<u>2,084,642</u>

Governance costs includes payments to the auditors of £6,300 (2007-£6,000) for audit fees and £Nil (2007 - £Nil) for other services

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but two of them were reimbursed a total of £788 travelling expenses (2007 - £118)

Trustee indemnity insurance was taken out at a cost of £816 (2007 - £816)

ACTION FOR KIDS CHARITABLE TRUST

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

8 Employees

Number of employees

The average number of full-time equivalent employees (including casual and part-time staff) during the year was

	2008 Number	2007 Number
Direct charitable	24	24
Fundraising and publicity	6	8
Administration	6	6
	<u>36</u>	<u>38</u>

Employment costs

	2008 £	2007 £
Wages and salaries	831,930	889,543
Social security costs	76,045	84,800
Other pension costs	32,291	32,182
	<u>940,266</u>	<u>1,006,525</u>

No employees had emoluments above £60,000 (2007 Nil)

The cost of temporary staff used during the year to cover absences and vacancies amounted to £3,325 (2007 £42,463)

9 Movement in Total Funds for the Year

	2008 £	2007 £
This is stated after charging		
Operating lease – rent	-	7,500
Depreciation	188,206	219,361
Auditors remuneration		
External audit	6,300	6,000
Other services	-	-
	<u></u>	<u></u>

ACTION FOR KIDS CHARITABLE TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2008

10 Tangible fixed assets

	Freehold land and buildings £	Charitable assets £	Fixtures, fittings & equipment £	Motor vehicles £	Total £
Cost					
At 1 April 2007	712,814	1,378,621	223,529	46,744	2,361,708
Additions		124,784	28,311		153,095
Disposals		(173,347)			(173,347)
At 31 March 2008	712,814	1,330,058	251,840	46,744	2,341,456
Depreciation					
At 1 April 2007	14,256	836,350	110,368	33,608	994,582
On disposals		(104,657)			(104,657)
Charge for year	14,256	149,591	21,075	3,284	188,206
At 31 March 2008	28,512	881,284	131,443	36,892	1,078,131
Net book value					
At 31 March 2008	684,302	448,774	120,397	9,852	1,263,325
At 31 March 2007	698,558	542,271	113,161	13,136	1,367,126

The net book value of charitable assets consists of the following

Mobility Aids Loaned Assets £437,948

Specially adapted Work Related Learning Services Assets £10,826

11 Fixed asset investments

	UK Group undertakings £
Market value at 1 April 2007 and at 31 March 2008	3
Historical cost	
At 31 March 2008	3
At 31 March 2007	3

ACTION FOR KIDS CHARITABLE TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2008

11 Fixed asset investments
(continued)

Holdings of more than 10%

The charity holds more than 10% of the share capital of the following companies

Company	Country of registration or incorporation	Class	Shares held %
Subsidiary undertakings			
Action For Kids Limited	UK	Ordinary	100

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows

	Capital and Reserves £	Profit for the year £
Action For Kids Limited	56	2

12 Debtors

	2008 £	2007 £
Income tax recoverable	24,992	45,123
Other debtors	13,346	25,951
Prepayments and accrued income	114,171	60,070
	<u>152,509</u>	<u>131,144</u>

13 Creditors: amounts falling due within one year

	2008 £	2007 £
Bank loan	27,072	30,832
Trade creditors	168,908	159,138
Taxes and social security costs	44,542	47,777
Other creditors		-
Accruals	44,740	33,588
	<u>285,262</u>	<u>271,335</u>

14 Creditors: amounts falling due after more than one year

	2008 £	2007 £
Bank loans	<u>324,541</u>	<u>347,852</u>

ACTION FOR KIDS CHARITABLE TRUST
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2008

14 Creditors: amounts falling due after more than one year (Continued)	2008 £	2007 £
Analysis of loans		
Not wholly repayable within five years by installments		
Wholly repayable over five years	216,253	202,446
Wholly repayable within five years	135,360	176,238
	351,613	378,684
Included in current liabilities	(27,072)	(30,832)
	324,541	347,852
 Loan maturity analysis		
Debt due in one year or less	27,072	30,832
In more than one year but not more than two years	27,072	32,897
In more than two years but not more than five years	81,216	112,509
In more than five years	216,253	202,446
	351,613	378,684

The bank loan is secured by a first legal mortgage over the freehold property known as Ability House, 15a Tottenham Lane, Hornsey, London N8 9DJ

15 Pension costs

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £32,291 (2007 - £32,182)

16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Balance at 1 April 2007 £	Movement in funds Incoming resources £	Outgoing resources £	Balance at 31 March 2008 £
Mobility Aids Project	701,968	148,249	224,457	625,760
Work Related Learning Services	184,154	364,477	272,409	276,222
	886,122	512,726	496,866	901,982

ACTION FOR KIDS CHARITABLE TRUST

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes

	Balance at 1 April 2007 £	Movement in funds		Balance at 31 March 2008 £
		New designation £	Utilised/ realised £	
Mobility Aid Project	16,000	191,351	(191,351)	16,000
Work Related Learning Services	48,000	1,027,632	(992,632)	83,000
Direct Assistance Project	2,500	62,297	(59,797)	5,000
Family Welfare Project	8,429	118,482	(117,118)	9,793
Tangible Assets	197,196	0	(887)	196,309
Independent Living Skills Project	25,000	15,000	0	40,000
	<u>297,125</u>	<u>1,414,762</u>	<u>(1,361,785)</u>	<u>350,102</u>

The Trustees have during the year reviewed the level of designated funds and have agreed the following specific funds

A fund of £196,309 to represent the net book value of unrestricted tangible assets

A fund of £40,000 to assist in the research and planning of an Independent Living Skills Project

18 Analysis of net assets between funds:

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2008 are represented by			
Tangible fixed assets	547,919	715,406	1,263,325
Investments	3	-	3
Current assets	411,983	186,576	598,559
Creditors amounts falling due within one year	(285,262)	-	(285,262)
Creditors amounts falling due over one year	(324,541)	-	(324,541)
	<u>350,102</u>	<u>901,982</u>	<u>1,252,084</u>

Included in the above analysis is an amount of £46,686 to be transferred from the bank account of restricted funds to that of unrestricted funds as a result of timing differences

19 Contingent liabilities

The charity has no contingent liabilities at the year end

ACTION FOR KIDS CHARITABLE TRUST

NOTES TO THE ACCOUNTS (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2008**

20 Capital commitments

In July 2008, the charity entered into a lease for additional premises at The Gatehouse, 15 Tottenham Lane, Hornsey, London N8 9DG. The lease term is 3 years at an annual rent of £9,185.

There were capital commitments of £20,246 in respect of refurbishment of the above property either authorised by the trustees or contracted for at the balance sheet date.