

Reach Learning Disability
Annual Report & Accounts
Year Ending 31st March 2017



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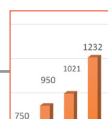
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Chairman's Report

Reach Learning Disability has come a long way since its modest beginning in Southwell at the turn of the century. We now offer education based day services at 4 locations in Nottinghamshire, a domiciliary care service, social activities and holidays as well as operate a cut flower enterprise. Shortly, we hope to take ownership of a gifted piece of land on which we have full planning permission to develop supported living accommodation which, in essence, is the reason the charity was formed in the first place.

These are exciting times but we are not yet as secure as we would like to be. The very rapid growth we have achieved in recent years (our turnover is 8 times what it was just 6 years ago) has presented us with many problems to solve. We have had to introduce more infrastructure and management and have had to anticipate and fill gaps in skills, policies and procedures. We have had to diversify our sources of funding and our needs for gifts and grants increases with each year that passes. All of this against a background of a sluggish economy, squeezes on per capita care budgets and the impact of the improvements to the national minimum wage.

I remain optimistic, however, that the improvements we have made to our capabilities, particularly in this last year or so, will allow us to move forward with confidence and flexibility. We will not compromise on our high standards despite the unrelenting pressures so to do because our mission is all important to us. The needs of too many adults with learning difficulties are simply not being met and now that the Care Act is at last beginning to have an impact there is an opportunity for real improvement to people's lives, wellbeing and independence.

In particular, revised and retrospective interpretation of national minimum wage legislation is set to have long-lasting implications for models for care going forward. Its effects are most felt in respect of those of our service users where the local authority assesses there is a need for our staff to provide a "sleep-in shift" service. Local authorities, charities and representative bodies continue to press central government to make good shortfalls in funding to assure the sustainability of providers in the market. This is a critical issue and Reach has added its voice to the debate.

On a brighter note, we are proud to have been granted the Queen's Award for Voluntary Service during the year and to have achieved both the PQASSO quality mark and the Investors in People award, both assisted by a Local Sustainability Fund grant (Cabinet Office).

It remains for me to thank our trustees both new and old for their commitment and hard work in their all-important governance role for which they get no reward other than the satisfaction of knowing they help to improve people's lives. Also thanks to our staff and our volunteers without whose dedication nothing would work.

David Thompson.



Chief Executive's Report

2016/17 was a very significant year in the development of Reach. Quickly following on from our achievement of the Queens Award to the Voluntary Sector came the PQASSO quality award and then, the Investors in People award. During the year we also considerably strengthened our management capabilities across the whole organisation. Appointing to new roles of Business Operations Director, Finance Manager and a Commercial Manager (Flower Pod) has led to a clearer strategic vision and a renewed focus and energy in all we do. Alongside a strengthened Trustee body, our business planning and objective setting processes are much improved.

The anticipated controlled growth of Reach Care is going to plan and with a new management team, led by our Operations Director, focus remains firmly upon increasing the quality of our service. Against a widely reported unstable social care background, Reach Care continues to set the quality standard in the County for domiciliary care provision.

Our Day Service in Newark, Mansfield and Southwell continues to develop and grow as shown below in our client facing hours chart. Our immensely experienced team of Centre Managers are developing trusted relationships with Social Services and our Centres are now firmly embedded as part of the social care landscape in the County. Our new Outreach provision delivered our adult education service to many venues around the region and has been immensely well received.

I continue to be proud of the work we undertake and the positive difference we make to adults with learning disabilities and their families every day. However, we must never lose sight of the fact that our business model is only sustainable due to the immense amount of work that we put into fundraising. This community based

activity, along with consistent support from the likes of Nottinghamshire County Council through their Grant Aid scheme, ensure that we can continue to deliver, often to clients unable to obtain funding elsewhere.

As shown so well in our recent case study video on our website, and in client stories later in this report, our service is vital to so many families. Without the tremendous skill, expertise and dedication of my colleagues, none of this could happen.

The sector in which we deliver service has never been faced with as many challenges as it is currently. If anything, that makes our work even more important. To strive to maintain such high-quality service against an economic background that threatens the very existence of other organisations is constantly challenging for us, but encouraging and reassuring for the clients and families we serve. I have full confidence that, supported by our amazing team of staff and volunteers, we can continue to do so.



Vision

Our vision is of a community where people with learning disabilities can make a good life for themselves – a life full of meaning, challenge, opportunity and friendship.

Mission

We aim to enable people with learning disabilities to reach beyond expectation by providing personalised support with purposeful activity and by creating new opportunities for them to lead fulfilling lives in their own community.

We believe that:

- Everything we do should inspire trust and confidence
- We all need to feel safe, encouraged and valued
- Everyone has the right to aspire understanding individual needs takes time and care
- We all have the right to share in the life of the community. the voices of people with learning disabilities AND their families must be heard
- Our commitment to high standards must underpin all that we do.



People with learning disabilities in Nottinghamshire

There are 14,715 adults with learning disabilities in Nottinghamshire

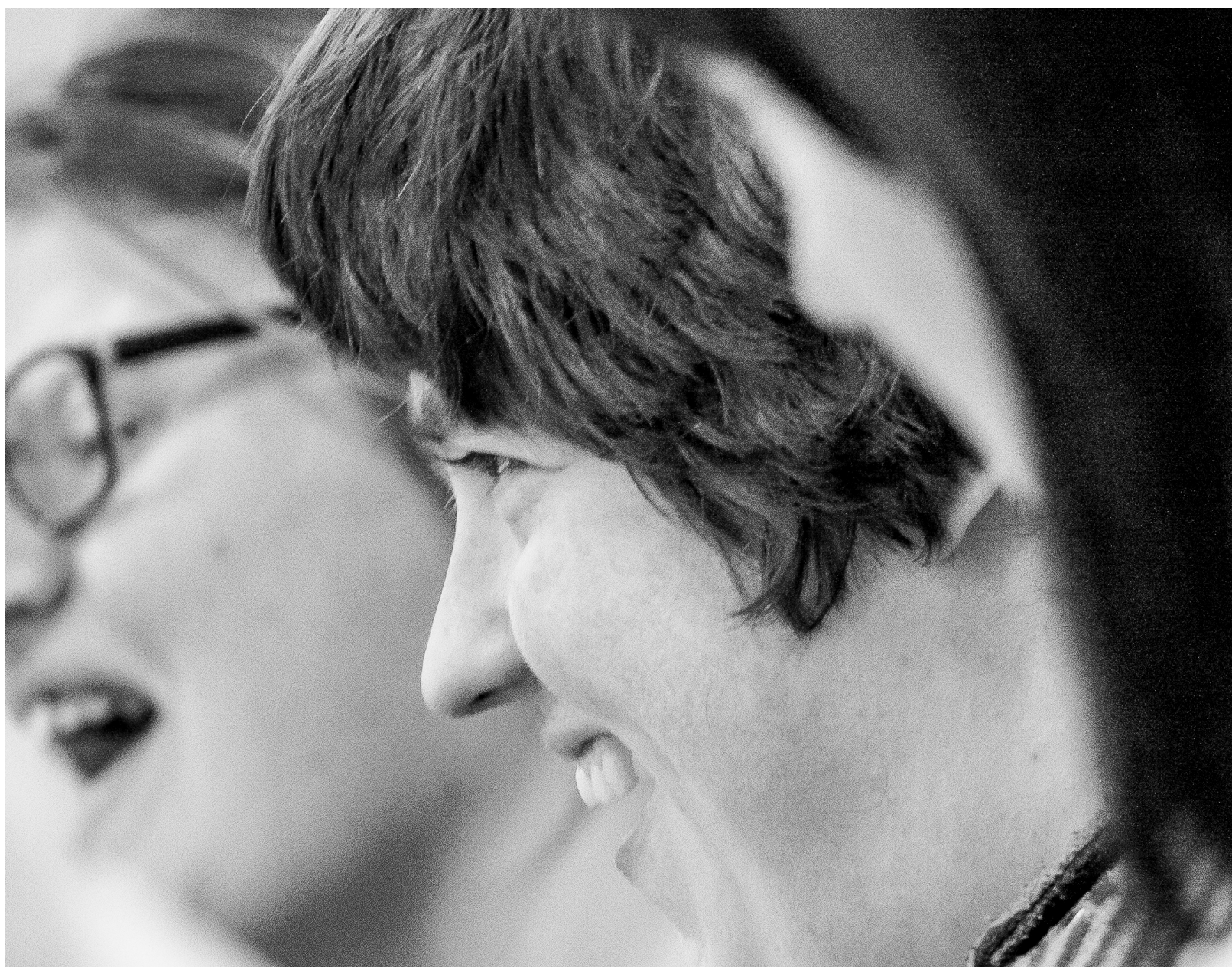
(Nottinghamshire County Council Joint Strategic Needs Assessment, 2012)

Most of our clients have learning disabilities but we are also able to support those with autism spectrum disorders, brain injury and/or whose sensory and communication impairments present a similar barrier to quality of life as living with a learning disability.

Most of our services are aimed at adults aged 18 years. However we run a young people's social group on Monday night (Southwell) and can work in partnership with schools and colleges.

Key issues facing people with learning disabilities:

- Risk of poor health outcomes: four times as many people with a learning disability die of preventable causes as people in the general population. (Mencap).
- Loneliness.
- Lack of meaningful, purposeful activity.
- Those living in areas of deprivation and those living on low incomes face additional challenges.
- Families in crisis: People in their 40s and 50s living at home with older family carers; young people leaving school and college for whom services can often 'dry up'.



We are always happy to hear from people with learning disabilities of any age and their family carers who would like to discuss their options for the future.

Financial Review

- Our growth rate, whilst still high, has at last begun to moderate somewhat. Total income for the year was £1,670,000, up by 18% on last year. Our domiciliary business Reach Care, which is now a Community Interest Company (CIC), was the main driver of this with a turnover of £930,000, an increase of £101,000 (12%), a much lower rate of growth than in the two previous years as we sought to consolidate our position before seeking new clients.
- Income from charitable activities at £563,000 also grew strongly (last year £399,000), partly because much hard work to obtain more personal budgets for clients to attend our day centres paid off but also because we managed to secure a one off grant from the Local Sustainability Fund of £84,000 to be spent on improving our capacity.
- This year we recorded a small deficit of £14,000 (last year £75,000 surplus). As presaged in last year's report, the need to introduce more structure to Reach Care resulted in a step change in costs which, together with a reduction in fees per hour paid by the local authority and our decision to pay staff at levels above the national minimum wage, resulted in its profit falling from £97,000 to just £2,000. Elsewhere our day services continued to do well with Mansfield moving towards a sustainable position.
- The Balance Sheet position is very similar in all respects to last year with cash resources adequate for our current commitments.

It is the policy of the charity to maintain unrestricted free reserves at a level to provide sufficient funds to cover 3 months operating expenditure. The Trustees consider that the current level of free reserves is appropriate for the charity and they will regularly review the level of reserves held.



Year in review 2017

We can only offer a snapshot of some of the year's highlights here but we hope that the following gives a flavour of our work and the challenges we are addressing.

April 2016

Our Department of Health funded Reach Fitness project completes its 2 year delivery stage. 15 adults with learning disabilities in Mansfield can evidence how they have made positive lifestyle changes and improve social connectivity.

June 2016

Several Reach clients receive awards for their progress in learning at Nottinghamshire County Council's CLaSS awards ceremonies. Flower Pod provides the table displays and bouquets.



Clients enjoy a holiday at Gunton Hall, Suffolk

Newark clients, staff and volunteers work together all term to stage Cinderella. Oh yes they did!

August 2016



The second Mansfield 10k takes place, attracting 625 runners and raising much needed profile and funds. Significant PR coverage achieved including a spot on Notts TV.

May 2016

Our project to improve sustainability and drive up quality funded by the Local Sustainability Fund (Cabinet Office) commences.

Our annual, long-standing charity bike ride Reach Off Road takes place in Southwell, attracting hundreds of local people and riders from across the country.



We are delighted to be the chosen beneficiary of the Newark & Notts County Show.

July 2016

The Lord Lieutenant of Nottinghamshire Sir John Peace presents the Queen's Award for Voluntary Service to Reach in recognition of the contribution made by volunteers to our work. A special celebration is held at Flower Pod.



October 2016



Progress on our Sport England-funded Active Me project reviewed with lead partner Mansfield District Council. Plans for Boccia Club put in place building on feedback from clients.

Our client swimmers take part in Southwell & District Lions' Sponsored Swim.

January 2017

Our new programme of outreach courses at residential and supported living homes commences with new activities focusing on using tablet technology to embed healthier lifestyle messages.

February 2017

Flower Pod sold beautiful hand tied boquets and willow hearts to celebrate Valentines Day.



September 2016

A new year of our fun and engaging adult community learning courses at all centres commences including our new employability offer, funded by Inspire.

November 2016

Client holiday to Corton, Suffolk.

December 2016

Our Department of Health funded Reach Fitness project completes its 2 year delivery stage. 15 adults with learning disabilities in Mansfield can evidence how they have made positive lifestyle changes and improve social connectivity.



March 2017

Reach client Chelsea Williams receives a civic citation from the Mayor of Mansfield for her outstanding achievement.

Reach is invited to take part in a national/European peer mentoring project led by BILD raising awareness about the risk of sexual exploitation.

Reach Newark stage their production of Wizard of Oz to great acclaim.

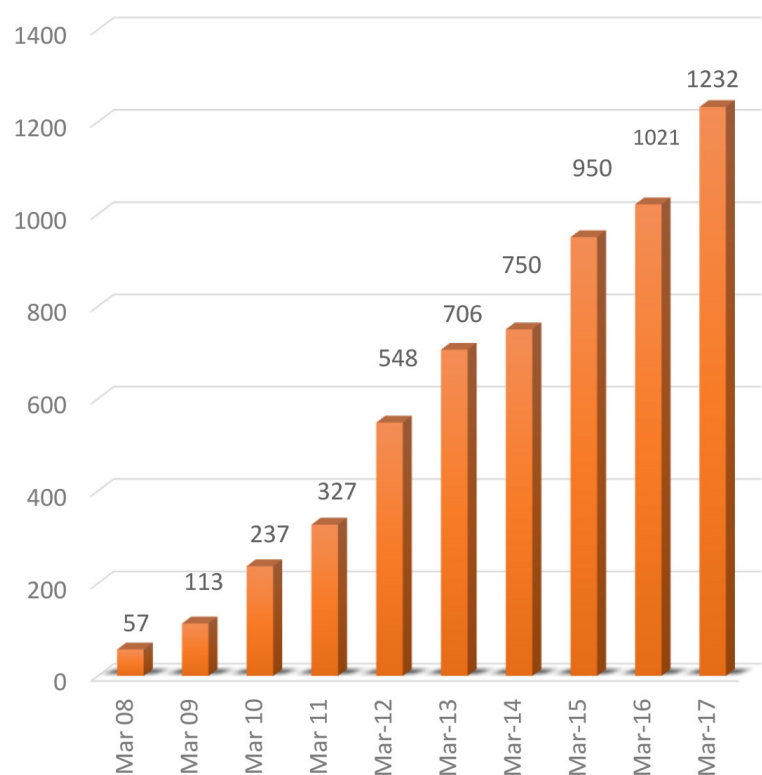


Reach beyond expectation- a short series of films showing the work we do. To view our films go to www.reachuk.org

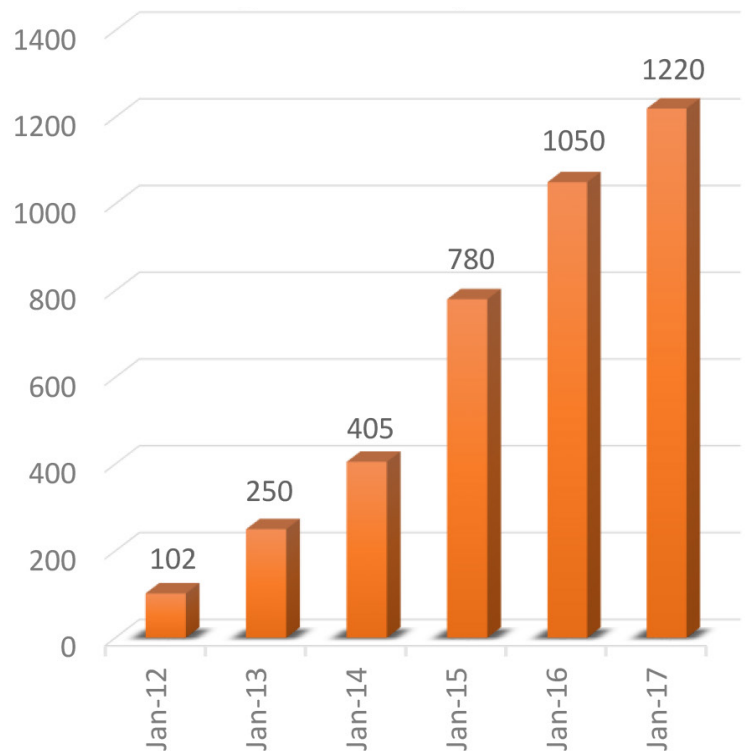


Average Weekly Client Facing Hours

Reach Learning Disability (Day service)



Reach Learning Disability Care CIC



March 2017

2452 weekly client facing hours delivered

Reach Stories

Ben



Ben is 24 years of age and has attended Reach Mansfield for two years.

Ben has an autistic spectrum disorder. When he first started at Reach, Ben could not instigate a conversation with staff or other clients, engage comfortably with others or look directly at other people.

Initially in sessions, Ben would need to leave the room many times due to anxiety. He needed to wear headphones all of the time to help him manage anxiety related to noise and sensory overload. We listened to Ben's mother to try to understand Ben's needs. We recognised that a 'classroom' environment was escalating Ben's feelings of anxiety, so

Supporting Ben to access his learning has been very much a partnership effort between staff, Ben and his mother who provides continuing encouragement and support.

Ben's mother says, "if Ben did not want to come I wouldn't get him here" - so she knows that he enjoys coming.

Ben talks positively to Mum about Reach and likes all of the staff. As he has begun to trust staff to help manage his environment,

he has increasingly been able to focus on tasks and so begun to build confidence in his own abilities. Ben enjoys Art and is noticeably developing his creative responses and self-expression, and is very positive about his work. He now feels safe to join in the group discussion at the start of the session, before going to his "safe place". He now will remove his headphones on occasion - with reassurance.

Ben also attends our computer course which he really enjoys. He has enjoyed producing some excellent work such as power point presentations. On Wednesdays, Ben attends Reach all day. To help address the demand this places on him, we have tailored courses to meet his needs. We have established a separate timetable for Ben on Wednesday afternoons so that he can still participate in his learning. This also means that Ben's mother can still have a full days' respite each week. We have also established a new course for clients with sensory processing needs, building on our experience of supporting Ben and others.

Ben has recently on two occasions taken extra special care to wish staff members 'Happy Birthday' and to give them cards personally. These seemingly every day occurrences actually illustrate enormous increases in Ben's confidence and trust in others – and demonstrate how progression can be measured in small steps. Key to everything with Ben has been taking time to understand what triggers anxiety for him, and to keep adjusting our responses until we get it right.



we created a "safe place" for him to work independently and safely. This helped reduced Ben's anxieties considerably.

Catherine Shatwell
Reach Mansfield Centre Manager

Reach Stories continued. .

Brian



Brian is in his mid-thirties. He lives in supported living accommodation in Mansfield.

Brian has a mild learning disability. Brian has struggled with mental health problems for many years. This can affect his confidence which impacts on his motivation to attend sessions. Brian also has Type 2 Diabetes and smokes. Change is achievable for Brian, but he needs personalised motivational support to keep engaged and focused on his goals. At times, external factors can make Brian feel out of control and exacerbate his mental health problems.

Brian attends Dance and Cookery at Reach Mansfield, which he pays for using a personal budget. He has attends our pilot Diabetes Awareness project which is funded by a small grant from Mid-Notts Clinical Commissioning Group. These sessions enable Brian to make more informed choices about diet and exercise and provide encouragement to address his smoking. Our focus is always on fun, informal learning promoting small, sustainable lifestyle changes.

We have listened to Brian and worked with him to establish strategies to achieve his goals.

In the past year Brian has been able to:

- Take part in Reach Mansfield performances for the first time. Previously this had not been possible due to low confidence levels
- Implement practical strategies to improve his time-keeping and attendance. Brian's attendance has improved dramatically, he now usually arrives at classes on time with a positive attitude
- Develop team-work skills so that he feels less shy and is feels more comfortable working with others
- Gain tailored, personalised advice about healthier lifestyle choices and make small lifestyle changes which could reduce risk of deteriorating health and need for more support.
- Gain practical life-skills and then, with gentle encouragement, gradually assume responsibility to help other clients with cooking tasks
- Participate in an Employability course and undertake volunteering at Flower Pod.



Brian struggles with change. When a long-time serving cookery tutor left, this affected his mood and attendance. We worked with Brian's (external) care support staff to build his trust in other Reach tutors and to engage him in courses. Brian is now once again enthusiastic about attending.

Recently, Brian arrived at Reach Mansfield when he was not due to attend. Changes in his care support and the death of a former foster parent had drastically affected his mood. We arranged for him to stay with the group and supported him to access emergency medical support.

It was very gratifying to the Reach Mansfield team that Brian felt able to turn to us in a crisis.

Catherine Shatwell
Reach Mansfield Centre Manager

Becky



Becky has been attending Southwell Women's Group for several years.

Becky has been attending Reach Southwell Women's Group for several years. We were delighted when Becky and her brother Nick decided they would also like Reach Care to provide Becky's one-to-one support. This has enabled us to work towards providing a holistic response to Becky's needs through our care support and day service teams.

Becky loves music and films, is an accomplished swimmer and has achieved her bronze life-saving award. She is sociable and fun to be with, with a great sense of humour.

Becky functions on a daily basis with heightened anxieties which never leave her. She has to function in everyday situations in a state of extreme anxiety – something that is unimaginable for most of us.

Sometimes when people are anxious, others around may assume that their behaviours are something over which they have control. In fact for Becky her anxiety is beyond her control. Our focus is always on gaining a deeper understanding of Becky and the underlying causes of anxieties. Becky's team of supporters have taken time to understand

how her anxieties are something that are 'external' to her and that Becky can be supported positively.

In the past, changes to Becky's previous support team caused her anxiety. Since Reach Care have been providing support, we have put in place a stable team. This creates a continuity of care from a team who have grown to understand Becky's needs. We have also worked with healthcare professionals to gain a greater knowledge of Becky's needs and to formulate strategies to empower her to lead the life she chooses.

Since Reach have been supporting Becky, Nick reports that the difference is like night and day, that he feels more relaxed and happy that Becky is receiving quality care and support from a team who work with her to overcome hurdles. Although life will never be plain sailing for Becky, Nick feels her life has improved dramatically and this has had a positive impact on his own life and wellbeing. He no longer gets calls to say staff have not arrived on shift or from staff needing help with Becky. Nick says "The support from Reach is very well organised, with excellent communication. I get a strong sense that team members genuinely care and work hard to offer the very best service. I couldn't be happier with the support Becky now receives."

There will always be challenges for Becky and her staff team. We are learning new things and strategies every day, working with Becky is never dull and the rewards are beyond measure

Dani Noquet

Reach Registered Care Manager





Jos - Volunteer

To qualify as an Art Therapist, it is essential for candidates to gain at least 1500 hours of relevant work experience before embarking on a two year Masters programme. I grew up locally, and while the return to docile village life after years spent working in London seemed daunting, Reach could not have made me feel more welcome.

I started as a volunteer with Friday afternoon's art class, and now my time is divided between Southwell and Newark where I'm a fixture in Pottery, Cookery, Craft, Drama and both the Youth and Women's Groups. The overwhelming benefits that art, performance and dialogue bring to the clients is clear to see, whether that's through the therapeutic elements of their practice or the sense of belonging to the local community that expanding their network of friends brings. Six months in, and I've learnt an enormous amount; from the wonderful tutors who have been incredibly supportive of my

personal development, to the unique group of clients who bring their positivity, humour and camaraderie to each session.



Reach is such an invaluable space, not only for supporting the independence and enjoyment of all their clients' lives, but also for getting the very best out of their volunteers and staff through education, opportunities and encouragement. I don't think I could have asked for a better foundation to my training, and hope to hold onto the connections I've made through Reach for the rest of my career.

Jos Mayfield
Volunteer

Listening to our clients

Hearing the voice of the people we serve and their family carers is important to us. Some of the ways we currently achieve this include:

- Ensuring that staff and clients plan activities together and clients have opportunity to take on more responsibility for decision making if they wish.
- Supporting each client to feel more confident in expressing views in ways that are comfortable and appropriate to them.
- Running client forums in our Centres. Client representatives gather views from all clients and feed back to forums, managers and trustees for discussion.
- Providing training and development in accessible communication methods for staff and volunteers – eg several staff are Makaton trained.
- Gathering feedback about our services, courses and projects in different ways. In 2016 we began piloting the Life Star – a specially produced evaluation tool for services supporting people with learning disabilities.
- Giving staff the time, skills and resources needed to listen properly to clients and then enabling them to work with colleagues to make changes accordingly. Please see our 'Reach Stories' for examples of how we do this.
- Ensuring representation by family carers on our Board of Trustees. Many of our staff and volunteers also have caring responsibilities.



Fundraising

Trustees receive reports on fundraising activity every two months and can question senior management and fundraising staff about fundraising matters directly at trustee meetings and at an operational level. Planning and reporting processes – including a three year Income Generation Plan – give Trustees insight into fundraising methods and progress and overview of compliance with relevant legislation, and overall direction.

In 2016/17 a grant from the Local Sustainability Fund enabled us to select and invest in a specialist fundraising database and a comprehensive programme of staff and management fundraising and database training. This will help ensure good data management policies and processes as stipulated in relevant legislation and guidance including the Data Protection Act (including new General Data Protection regulation) and the



Fundraising Code of Practice. A Fundraising Handbook and revised fundraising complaints policy is under production and we aim to sign up to the Fundraising Regulator's Fundraising Promise shortly.

Reach and Reach staff also hold accreditations and membership of infrastructure organisations to ensure that all our activities are informed by best practice and current legislation

and guidance in all matters including fundraising. The Director of Income Generation is a member of the Institute of Fundraising. Reach did not receive any complaints about fundraising during 2016-17.

Direct communications about fundraising events and activities with clients (people with learning disabilities) is done via an accessible newsletter for clients. This is sent via e-mail only to those who have requested it, and also displayed at our centres for clients and carers to pick up if they wish.

Communications about fundraising with family carers is also done through the newsletter and e-mails to those who have requested it.

From November 2017, all data and all communications relating to fundraising will be managed through our fundraising database to ensure that all vulnerable people and others only receive fundraising information if they have 'opted in' to receive it, and so that we can record their preferences regarding types of information and channel of communication (if any).

Reach does not share supporter data with other organisations and in 2016-17 did not buy in direct marketing lists.

People who have opted-in to receive communications about the Mansfield 10k will receive communications from event partners.

Staff and volunteers participating in community and events fundraising such as street collections are reminded of relevant laws and guidance.

In 2016/17 Reach continued to draw in

most of its voluntary income through grants and community and events fundraising. We were also delighted to be selected as beneficiaries of various events and activities including a Southwell Burns Night (joint beneficiaries with Framework), the Newark and Nottinghamshire County Show and The Deerstock music festival.

Our two challenge events offer opportunities for corporate sponsorship with most sponsors being attracted to our Mansfield 10k event.

In addition to the vital fundraising tasks of approaching, thanking and looking after supporters we also laid important ground work to enable us to meet new legislation and best practice requirements whilst continuing to grow voluntary income in a competitive fundraising environment. This includes working with front-line colleagues to ensure that we can evidence how our activities and support makes a difference to the lives of some of the most vulnerable people in today's society.

Adult Community Learning:
We also hold a contract with Inspire learning – to deliver informal community learning to adults with learning disabilities across all our centres and through outreach. The contract is secured through a formal, competitive tendering process which includes an assessment of quality and competencies.

We are always delighted to provide further information about our work to current and potential supporters – please contact

Julia Sandhu

Fundraising Director

✉ Julia.sandhu@reachuk.org



Structure, Governance and Management

Head Office and Delivery Premises

Reach's principal office is Prebend Passage, Southwell, Nottinghamshire (from 1st June 2014). This is also our Southwell day service centre. In January 2009, the charity opened a base at Barnby Gate Methodist Church Hall, Barnby Gate, Newark, Nottinghamshire. In July 2012 another base was opened at St John's Church Hall, St Johns Street, Mansfield, Nottinghamshire. In the same month, a horticultural social enterprise and day service base was opened at Home Farm, Brackenhurst Lane, Southwell, Nottinghamshire (Flower Pod).

Structure

On 1st April 2014 the charity's name was officially changed from Southwell Care Project to Reach Learning Disability. It is a company limited by guarantee without a share capital (company number 3724275), and also a registered charity (number 1076318). It is governed by its Memorandum and Articles of Association.

Governance

The Company is administered by its Council of Management, the members of which are trustees for the purposes of Charity law and directors for the purposes of Company Law. The Company has a wholly owned subsidiary company, Reach Learning Disability Care CIC (company number 7619886). The trustees meet at least six times a year. Reach Care directors meet at least four times a year. Attendances at both sets of meetings are excellent. We take great care that the membership of the board comprises a good mix of the skills required to steer the organisation together with an adequate representation of parents of people with learning disabilities. The Chief Executive and his senior paid officers report to every board meeting.

Representatives of the Client Forum report regularly via their Centre Manager into senior management.

Directors' Responsibilities

Company and Charity Law requires the Council to prepare statements for each financial period, which give a true and fair state of the affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the Council are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Council are responsible for keeping proper accounting records which disclose at any time the financial position of the company and its subsidiary and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and of the group and hence for taking reasonable steps for the prevention and detections of fraud and other irregularities.

Signed on behalf of the Council.



David Thompson - Chairman

Officers of Reach Learning Disability

Chairman

Mr David Thompson FCA

Formerly Deputy Chief Executive and Finance Director of The Boots Co plc and Non-executive Director of Cadbury Schweppes plc. Formerly Chairman of Nottingham Building Society. Currently Trustee of the Boots Pension Fund. Formerly Chairman of The Nottingham Healthy Living Centre. Father of a son with a learning disability.

Council Of Management

Mr Nick Turner

Deputy Chair of Trustees. Retired local businessman. Member of Southwell Lions. Verger at Southwell Minster

Mrs Ann Best

Founder of Westgate Group (local self-help group). Mother of son with learning disabilities.

Mrs Madeline Oliver

Former Radiographer. Mother of son with learning disabilities.

Mrs Daphne Hughes

Matron of Caudwell House (Children's Home) for 30 years. JP for 26 years. Deputy Chairman of the Bench. Chairman of Youth Court. Mother of daughter with learning disabilities.

Mr Keith Harding

Former Operations and Marketing Executive of The Boots Co plc. Father of a daughter with learning disabilities

Mr Michael Davidson

Former Head of Humanities and Religious Education Teacher at Magnus School

Mrs Pati Colman

Independent Investigator of complaints and employment matters. Former Complaints Manager, Training Officer and Social Worker for Notts County Council. Chair of the Westgate Group for people with disabilities and their families

Mrs Julie Payne

Founder member of Westgate Group. 20 year foster carer, former chair roles at local school and Family Care adoption panel. Parent of three sons, one with a physical disability, adoptive parent to two disabled daughters and "mum" to S, who also has disabilities.

Mr Adam McQuilkin DipM MCIM

Managing Director of Device Technologies UK Ltd, part of the Device Technologies Australia Group (Australasia's largest private medical company). Former Governor of Wellow House School.

Mr John Peacock

Partner at Nottingham-based Potter Clarkson LLP, Patent & Trade Mark Attorneys. Formerly Trade Mark Attorney with Interbrand branding consultants and BT.

Rachel Lannon

Independent corporate business consultant and trainer with over 10 years' experience of supporting multi-national companies and statutory bodies to improve capabilities and capacity. Former global procurement and operations manager Kodak Ltd. Former JP.

Senior Paid Officers

Stephen Shatwell	Chief Executive	Full time
Julia Sandhu	Director of Income Generation	Full time
Alison Hall	Business Operations Director	Full time
(Anna Joyce	Events & Social Enterprise Director	retired January 2017)

Company Particulars

Registered Office	Prebend Passage Southwell Nottinghamshire NG25 OJH
Registered Number	3724275
Charity Number	1076318
Secretary	Mr Michael Oliver
Principal Address	Prebend Passage Southwell Nottinghamshire NG25 OJH
Auditor	Beeley Hawley & Co Ltd 44 Nottingham Road Mansfield Nottinghamshire NG18 1BL
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Solicitors	Browne Jacobson Mowbray House Castle Meadow Road Nottingham NG2 1BJ
Website	www.reachuk.org



Report of the Independent Auditors to the members of Reach Learning Disability

We have audited the financial statements of Reach Learning Disability for the year ended 31 March 2017 on page 22 to 32. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 council and auditors

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

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the council; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Council to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

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

Report of the independent auditors to the members of Reach Learning Disability

Matters on which we are required to report by exception

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of council' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the council were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Report of the Council.



Ray Callingham (Senior Statutory Auditor)
for and on behalf of Beeley Hawley & Co. Ltd
Chartered Accountants
Statutory Auditors
44 Nottingham Road
Mansfield
Nottinghamshire
NG18 1BL

Date: 6th November 2017

Reach Learning Disability

Statement of Financial Activities for the Year Ended 31st March 2017

		Unrestricted £	Restricted £	2017 Total £	2016 Total £
Incoming resources					
Incoming Resources from generated funds	Notes				
Voluntary Income:-					
a) amounts from donors	5	28,176	29,787	57,963	71,254
b) Grants Received	4		116,704	116,704	43,458
Commercial trading operations	6	930,185		930,185	829,158
Income from Fundraising Events	3	93,716		93,716	66,954
Investment Income		160		160	201
Income from charitable activities	7	386,756	84,348	471,104	398,938
Total incoming resources		1,438,993	230,839	1,669,832	1,409,963
Resources expended					
	8				
Costs of generating funds					
Costs of generating voluntary income		22,247		22,247	13,461
Fundraising events costs		78,665		78,665	32,343
Commercial trading operations		927,821		927,821	732,452
Charitable activities		395,350	254,803	650,153	551,997
Governance costs		5,388		5,388	4,978
Total resources used		1,429,471	254,803	1,684,274	1,335,231
Net incoming /(outgoing) resources.		9,522	(23,964)	(14,442)	74,732
Total funds brought forward as previously stated		481,747	42,644	524,391	449,659
Funds carried forward		491,269	18,680	509,949	524,391

The above statement also serves as the Company's Income and Expenditure Account and the net incoming resources for the year is the excess of income over expenditure. There have been no other recognised gains or losses in the year

Reach Learning Disability Balance sheet as 31st March 2017

	Notes	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 £
Fixed Assets					
Tangible Fixed Assets	11	202,778	215,024	199,919	213,468
Investment in Subsidiary Co.	6			30,000	30,000
Loan	12	25,000	25,000	25,000	25,000
		<u>227,778</u>	<u>240,024</u>	<u>254,919</u>	<u>268,468</u>
Current Assets					
Bank balances		227,416	194,362	159,096	138,124
Debtors	13	131,249	140,197	135,489	152,498
		<u>358,665</u>	<u>334,559</u>	<u>294,585</u>	<u>290,622</u>
Creditors - amounts falling due within one year	14	76,494	50,192	40,295	34,987
Net current assets		<u>282,171</u>	<u>284,367</u>	<u>254,290</u>	<u>255,635</u>
Net Assets		<u>509,949</u>	<u>524,391</u>	<u>509,209</u>	<u>524,103</u>
Represented by:-					
Unrestricted Funds					
General Fund		491,269	481,747	490,529	481,459
Restricted Funds		18,680	42,644	18,680	42,644
Total Funds Carried Forward		<u>509,949</u>	<u>524,391</u>	<u>509,209</u>	<u>524,103</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 6th November 2017 and were signed on its behalf by:



David Thompson - Chairman

Notes to the Financial Statements for the Year Ended 31st March 2017

1. Accounting Policies

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Group financial statements

The financial statements consolidate the results of the charity and its wholly owned subsidiary The Care Project Ltd on a line by line basis. A separate Statement of Financial Activities, and income and expenditure account, for the charity itself are not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and paragraph 397 of the SORP.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance costs

Governance costs include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses. Such costs include both direct and allocated support costs.

Allocation and apportionment of costs

In accordance with the Charities SORP, expenditure has been analysed between the cost of generating funds, charitable activities and governance. Items of expenditure which involve more than one cost category have been apportioned on a reasonable, justifiable and consistent basis for the cost category concerned.

Taxation

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

Fund accounting

All the resources of the Company are either unrestricted funds expendable at the discretion of the Council in the furtherance of the objects of the Company, or restricted funds which are to be used in accordance with restrictions imposed by the donors.

Tangible fixed assets

Tangible fixed assets are capitalised and included at cost except for furniture and equipment purchased for clients' own accommodation which is written off in the year of purchase.

Depreciation is provided on equipment put into use at 25% on cost and on alterations to leasehold premises over the remaining life of the lease. The Flower Pod is depreciated at 5% on cost over its estimated useful economic life.

Notes to the Financial Statement - Continued

2. Financial Performance of the Charity

The consolidated statement of financial activities includes the results of the charity's wholly owned subsidiary Reach Learning Disability Care Ltd

The summary financial performance of the charity alone is:-

	2017 £	2016 £
Incoming resources	739,559	580,733
Gift aid from subsidiary company	2,000	96,500
	<u>741,559</u>	<u>677,233</u>
Expenditure on charitable activities	751,065	597,800
Governance costs	5,388	4,978
	<u>756,453</u>	<u>602,778</u>
Net incoming resources	(14,894)	74,455
Total funds brought forward as previously stated	524,103	449,648
Total funds brought forward as restated	<u>524,103</u>	<u>449,648</u>
Total funds carried forward	<u>509,209</u>	<u>524,103</u>
Represented by		
Restricted funds	18,680	42,644
Unrestricted funds	490,529	481,459
	<u>509,209</u>	<u>524,103</u>

3. Fundraising events - Income and Costs

	2017 £	2016 £
Mansfield 10K	31,233	17,226
Double Donation Week	24,404	4,948
Reach Off Road	10,670	12,567
Deerstock Festival	5,158	5,187
Newark Events	3,720	7,507
Autumn Tints	3,349	
London Marathon	2,131	
Summer Party		4,474
Ride London		3,372
Race Night		2,685
Open Studios		1,996
Other Events below £2,000	7,252	4,132
Tax refunds	5,799	2,860
	93,716	66,954
Direct costs	36,464	23,671

4. Grants

	2017 £	2016 £
Local Sustainability Fund	80,230	
Notts County Council Grant Aid - Core costs	17,500	22,408
Sport England	9,154	
HSCVF - Reach Fitness Project	5,000	19,985
Student placements	720	720
Mansfield Diabetes Prevention	3,000	
Small grants	1,100	345
Total	116,704	43,458

The Sport England fund is part of the National Lottery funding our Active Me project delivered as part of Mansfield Community Sport Project

Notes to the Financial Statement - Continued

5. Voluntary Income from Donors

Funds received as voluntary income for specific purposes

	2017	2016
	£	£
The Thomas Farr Charity - Centre Manager salary (Mansfield)	4,000	7,500
The Jones 1986 Charitable Trust - Centre Manager salary (Mansfield)		10,000
Lady Hind Trust - Centre Manager and vehicle running costs		9,600
Boshier Hinton Trust - ICT equipment		3,084
D Crane Charitable Trust - holiday fund		1,500
J Crane Coffee Morning - holiday fund		963
Rotary Club of Southwell - for youth work		500
The Opportunities Fund - Rustic Furniture Project		3,735
ACT Foundation - projectors and sound system		2,000
Boots Charitable Fund - Outreach Project	10,417	
John Lewis Foundation - Confetti Project	7,370	
JN Derbyshire Charitable Trust - Centre Manager (Flower Pod)	5,000	
Y-Notts - Young Peoples Group	3,000	
	<u>29,787</u>	<u>38,882</u>

Unrestricted

These represent donations from members of the community and local Trusts	25,176	25,372
Skylarks Endowment Fund		4,000
Mary Robertson Trust	3,000	3,000
	<u>28,176</u>	<u>32,372</u>

6. Commercial Training Operations

The wholly owned trading subsidiary Reach Learning Disability Care CIC is incorporated in the United Kingdom and pays all of its profits to the charity by gift aid. Reach Learning Disability Care Ltd provides domiciliary care for adults with learning disabilities in Nottinghamshire. The charity owns the entire share capital of thirty thousand ordinary £1 shares.

The summary financial performance of the subsidiary alone is:

	2017 £	2016 £
Turnover	930,185	829,158
Investment income	88	72
Cost of sales and administrative costs	927,821	732,452
Net profit/(loss)	2,452	96,778
Amount gift aided to the charity	2,000	96,500
Retained in subsidiary	452	278
The assets and liabilities of the subsidiary were:		
Fixed assets	2,859	1,556
Current assets	149,678	156,227
Current liabilities	(121,797)	(127,495)
Total net liabilities	30,740	30,288
Aggregate share capital and reserves	30,740	30,288

7. Incoming resources from charitable activities

	2017 £	2016 £
Personal budgets	291,699	246,867
Inspire Learning - restricted	84,348	83,228
Short break holidays and trips	32,500	27,532
Bulwell Academy Partnership	11,416	
Activities less than £2,000	34,623	27,041
Flower sales	16,518	14,270
	471,104	398,938

Notes to the Financial Statement - Continued

8. Expenditure Analysed by purpose

	Costs of generating voluntary income	Fund raising event costs	Charitable activities	Governance costs	Commercial trading activities	Total 2017	Total 2016
	£	£	£	£	£	£	£
Salaries, pensions & N.I.	20,629	41,258	384,392	2,000		448,279	361,165
Contract Labour			6,120			6,120	3,300
Advertising	162	610	1,347			2,119	729
Training costs			2,845			2,845	1,357
Travelling		147	4,566			4,713	3,355
Rent & services	558	558	42,339	1,116		44,571	40,835
Maintenance & cleaning	9	9	1,091			1,109	1,648
Insurance	41	41	2,355	83		2,520	2,192
Office equipment & repairs	90	90	22,338			22,518	18,436
Printing, post & stationery	163	163	5,967	189		6,482	5,529
Telephone	595	595	527			1,717	4,610
Web site costs			5,039			5,039	1,360
Professional Charges			52,335			52,335	4,633
Audit fee			-	2,000		2,000	2,000
CRB checks		44	669			713	406
Depreciation of fixed assets			13,547			13,547	14,665
Short break holidays & trips			31,736			31,736	22,607
Clients activities		13	31,363			31,376	27,272
Cost of charitable activities			1,443			1,443	1,001
Clients flower growing activities			6,899			6,899	8,013
Tutor Fees			31,807			31,807	52,486
Direct costs of Fund Raising Events		35,137	1,140			36,277	24,266
Other costs			288			288	914
Commercial trading operations					927,821	927,821	732,452
	22,247	78,665	650,153	5,388	927,821	1,684,274	1,335,231

The heading Salaries, Pensions & NI includes £31,398 in respect of employers NI

The heading Salaries, Pensions & NI includes £5,000 in respect of our Reach Fitness Project (funded by HSCVF)

The headings Salaries, Pensions & NI and Professional Charges includes £80,230 in respect of our Local Sustainability Fund (Cabinet Office) Project

9. Net Incoming/outgoing resources for the year

Net incoming resources are stated after charging:

	2017	2016
	£	£
Depreciation	13,547	14,665
Auditors remuneration	2,000	2,000
	<u>15,547</u>	<u>16,665</u>

10. Staff Numbers

The average number of employees throughout the year was as follows

	2017	2016
Management and administration	7	7
Teaching	31	16
	<u>38</u>	<u>23</u>

No employee, this year or last, had emoluments exceeding £60,000 per annum

11. Fixed Assets - Group

	Office Equipment	Other Equipment	Alterations to leasehold premises	Flower Pod	Total 2017	Total 2016
	£	£	£	£	£	£
Cost brought forward	39,736	11,756	56,855	206,947	315,294	314,404
Additions during year	2,256				2,256	889
Cost carried forward	<u>41,992</u>	<u>11,756</u>	<u>56,855</u>	<u>206,947</u>	<u>317,550</u>	<u>315,293</u>
Depreciation						
Brought forward	35,603	11,484	27,316	25,869	100,272	85,088
Charge for year	2,357	155	1,641	10,347	14,500	15,181
Carried forward	<u>37,960</u>	<u>11,639</u>	<u>28,957</u>	<u>36,216</u>	<u>114,772</u>	<u>100,269</u>
Net Book Value						
At 31st March 2017	<u>4,032</u>	<u>117</u>	<u>27,898</u>	<u>170,731</u>	<u>202,778</u>	<u>215,024</u>
At 31st March 2016	<u>4,133</u>	<u>272</u>	<u>29,539</u>	<u>181,078</u>	<u>215,022</u>	

Notes to the Financial Statement - Continued

12. Loan

A loan was made to Golden Lane Housing Ltd, to assist them in the purchase of 33 Silvey Avenue Southwell, which is used by adults with learning disabilities. It is secured by a second charge on the property, is interest free and only repayable in the event of its sale or cessation of use by people with learning disabilities.

13. Debtors

	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 £
Reach Learning Disability CIC trade debtors	78,851	98,073		-
Adult Community Learning Service	25,137	-	25,137	-
NCC personal budgets	17,254	27,932	17,254	27,932
Taxation recoverable	7,500	4,100	7,500	4,100
Others	2,507	10,092	-	8,176
Reach Learning Disability CIC donation			2,000	96,500
Amount owed by subsidiary company			83,598	15,790
	131,249	140,197	135,489	152,498

14. Creditors

	Group 2017 £	Group 2016 £	Charity 2017 £	Charity 2016 £
Audit fee	-	-	-	-
Expense accruals	20,450	2,960	2000	2,000
Sundry creditors	15,409	15,077	12,952	15,077
Southwell Chapter	-	-	-	-
Adult Community Learning Service	-	-	-	-
Trade creditors	13,873	10,392	13,811	10,239
PAYE	24,826	20,864	10,315	7,671
Pensions	1,936	899	1,217	
Trips	-	-	-	-
	76,494	50,192	40,295	34,987

15. Operating Lease Commitments

At 31 March 2017 the Project was committed to making the payment of £16,000 during the next year in respect of an operating lease expiring in 2035.

16. Payments to Trustees and dependents

No expenses were paid to Trustees throughout the year

17. Movement in Funds

	At 1.4.2016 £	Net movement in funds £	At 31.3.17 £
Unrestricted Funds			
General Fund	481,747	9,522	491,269
Restricted Funds	42,644	(23,964)	18,680
	<u>524,391</u>	<u>(14,442)</u>	<u>509,949</u>

Net movement in funds included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted Funds			
General Fund	1,438,993	(1,429,471)	9,522
Restricted Funds	230,839	(254,803)	(23,964)
	<u>1,669,832</u>	<u>(1,684,274)</u>	<u>(14,442)</u>

18. Analysis of Group Net Assets Between Fund

	General Fund £	Restricted Fund £	Total £
Tangible Fixed Assets	202,778		202,778
Loan	25,000		25,000
Cash at Bank and in Hand	233,873	(6,457)	227,416
Debtors	106,112	25,137	131,249
Creditors	(76,494)	-	(76,494)
	<u>491,269</u>	<u>18,680</u>	<u>509,949</u>

Accreditations and awards



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