

Valley House
(Company Limited by Guarantee)

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ANNUAL TRUSTEES AND MANAGEMENT COMMITTEE REPORT
FOR THE YEAR ENDED 31 MARCH 2011

The Trustees / Management Committee present its report and audited financial statements for the year ended 31 March 2011

Reference and Administrative Information

Charity Name: Valley House

Charity Registration Number: 1074539

Company Registration Number: 3593394

**Registered Office and
Operational address:** The Navigation Centre
55-57 Bell Green Road
Coventry
CV6 7GQ

Management Committee:

| | |
|----------------------|---|
| Philippa Evans | Chair, Director and Trustee |
| Susan Wyllie | Treasurer, Director and Trustee |
| Rob Hooper | Director and Trustee (appointed Director 8 th Sept 2010) |
| Anne Cranston | Trustee |
| Brian Goredema-Braid | Trustee |
| Surinder Kalsi | Trustee (appointed Trustee on 8 th Sept 2010) |

Company Secretary

Philippa Evans

Senior Management Team

| | |
|---------------|---|
| Miles Larmour | Project Director |
| John Blyth | Financial Manager |
| Chris Haydon | Operational Services Manager |
| Barbara Hall | Manager of Supported Accommodation and Floating Support |
| Jo Aubrey | Children's Services and Young People's Manager |
| Carol Benson | Counselling Co-ordinator |

Auditors

| | |
|---|--|
| Bishop Simmons Ltd Chartered Accountants | Mitre House School Road Bulkington Bedworth CV12 9JB |
|---|--|

Bankers

| | |
|---------------|---|
| Barclays Bank | Coventry City Office PO Box 2, 25 High Street Coventry, CV1 6QZ |
|---------------|---|

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STRUCTURE, GOVERNANCE & MANAGEMENT

1. Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 6th July 1998 and registered as a charity on 5th March 1999. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.00. The objects of the charitable company were amended by special resolution on 16th February 2011.

2. Recruitment and Appointment of Trustees/Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

3. Trustee Induction and Training

Most trustees are already familiar with the practical work of the charity having been inducted at the time of their joining the board. Trustees are encouraged to visit Valley House, attend team meetings, and other activities. The Board holds 2 Away Days a year with the Senior Managers Team. Additionally senior managers attend Management Committee Meetings bimonthly to provide operational information for discussion or decisions as appropriate and review their service area.

4. Organisational Structure

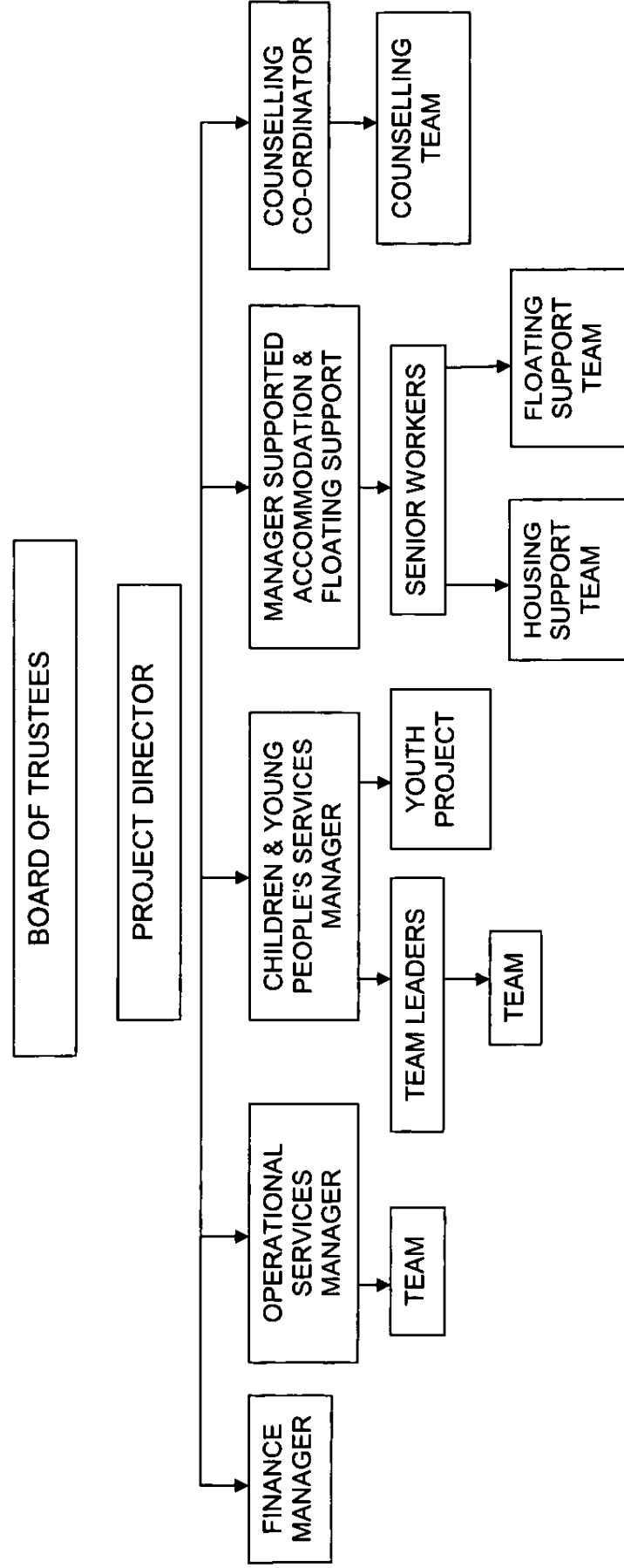
There are currently 6 Management Committee Members (see page 3 for details). The Management Committee meets monthly. Sub-groups are established for individual projects as necessary.

Day-to-day operations are overseen by the Project Director. Each service is managed by a Service Manager as in

- Supported Accommodation and Floating Support Manager
- The Children & Young People's Services Manager
- The Counselling Co-ordinator
- The Operational Services Manager (Admin and Centre Management)
- The Financial Manager

Currently, the Training Department is overseen directly by the Project Director.

VALLEY HOUSE ORGANISATIONAL STRUCTURE



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Structure, Governance and Management (continued)

5. Related Parties

During the year, the management committee agreed to commit £2,000 towards the establishment of the consortium – Here to Help or H2H as it is becoming known. Voluntary Action Coventry is administering H2H's finances until its own financial systems are up and running. Miles Larmour, the project director of Valley House, was appointed as a director of Voluntary Action Coventry on 15th December 2010.

6. Risk Management

The Trustees have a risk management strategy which comprises

- An annual review of the risks the charity may face,
- The establishment of systems and procedures to mitigate those risks identified in the plan,
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise

This work has identified risks - particularly in the context of imposing public sector cuts - but it has resulted in better emergency procedures and contingency plans and has given the impetus for better planning. A key element in the management of financial risk is the setting of a reserves policy, its regular review by trustees, as well as seeking, after a decade of increasing reliance on public sector funding, to diversify its funding base.

7. Aims & Objectives

The principle objectives of the organisation are -

- a) To offer support and/or accommodation appropriate to the needs of individuals within the City of Coventry and the surrounding area who are homeless, with the aim of enabling them to move into and sustain their own accommodation
- b) To support and motivate people to re-engage with educational opportunities, that will allow them to develop their potential and have more life choices and the advancement of education, training or retraining, particularly among unemployed people, and providing unemployed people with work experience
- c) To provide quality services for the advancement of the lives of children in partnership with parents, to enable children and young people to develop their physical and mental capacities so they may achieve their potential as individuals and members of society and their conditions of life may improve

All three of these objectives seek to bring public benefit to the more vulnerable, disadvantaged and in many cases disengaged members of the community. While these benefits are particularly to these broad sections of the public, there is no attempt to restrict access to our services where a person has needs that our services can respond to.

8. Activities to achieve Objectives and offer Public Benefit

a) Supported Accommodation and Floating Support

Valley House is the specialist high support needs provider in the city of Supported Accommodation for Domestic Violence and Abuse (DVA) and for Teenage Parents and their children. It also offers a range of Floating Support provision including support for Teenage Parents, Domestic Violence and Abuse.

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(Sanctuary) and Homeless Families who are living in their own accommodation or in bed & breakfast and seeking their own accommodation

b) Children & Young People

Valley House operates the only voluntary sector Children's Centre in the City designated by Sure Start. It offers a full range of children and family services and particularly seeks to work with the more vulnerable members of its community. The Young People's Project "The Whole Shabang" offers a young people-led project to address the needs of disadvantaged young people, including young parents, in the North East area of the city, to give them a voice and develop their potential.

Both the Project Director and the Children & Young People Service's Manager are active members of various groups within the Coventry Children and Young People Strategic Partnership and youth provision in the city. Valley House also has a partnership with Cre8us (Creative Partnerships) to develop more creative ways for children to have access to play and education. The aim is to influence city thinking and enhance Coventry's approach to children and families work.

c) Training

Education and Training are key to enabling Valley House's users to develop independence and life choices. Users are predominantly pre-entry and entry level in their needs. Valley House has a long established relationship with Adult Education whereby we provide learners and facilities and they provide tutors, to offer classes in literacy, numeracy, essential skills, ESOL and family learning.

Valley House also operates a UK Online Centre both as a drop in facility to all and for CLAIT and other IT courses for service users and staff, as well as the community.

d) Personal Counselling

This service offers 1-to-1 counselling as well as pre-counselling groups. The service has developed its links further with Warwick University and Warwickshire College and now has a volunteer team of 8 recently Qualified and/or in-training counsellors and takes referrals from Valley House Services, outside agencies, GP surgeries and the local community. Counselling sessions take place in one of five simply furnished rooms. Our counsellors' are bound to the British Association of Counselling and Psychotherapy (BACP) code of ethics.

e) Role of Volunteers

Volunteering has always been part of Valley House's core work. The majority of our volunteers move onto paid work following their volunteering at Valley House. A number of our current staff are ex-Valley House volunteers (some of these were in turn service users of Valley House before they became volunteers).

Volunteers are given a full induction, access to all relevant staff training, supervision and the opportunity to work as members of that team in offering the service to users. They are encouraged to establish their practices, skills and pursue accredited qualifications and supported in seeking paid work when appropriate. We also recognise and welcome that some people wish to continue to volunteer and do not wish to use it as a route to paid employment. While supporting the government's return to work agenda, Valley House does not see it as the sole rationale for volunteering. The public benefits of this aspect of our work were marked in 2007 by the bestowing of the Sieff award.

ACHIEVEMENTS & PERFORMANCE

Valley House seeks to provide an integrated range of services including Supported Housing, Tenancy (Family) Support, Children, Young People and Family Services, Adult training, Educative Volunteering and Work Placement opportunities and a Professional Counselling service. Such a holistic approach offers service users the opportunity to use more than one service at once in a structured way to develop

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their potential and life choices and become active members of the community Valley House works with the local community and the people of Coventry for the public benefit of the city and is specialised in working with vulnerable, hard-to-access disadvantaged and passively resilient individuals and their families

Valley House is committed to partnership working and encouraging joint commissioning to enable 'whole family' provision It has established itself as a respected and influential provider and built significant and constructive working relationships with partnership boards, commissioning processes and provider agency forums to ensure its voice is heard

Valley House seeks to ensure that its practice models are continuously reviewed and developed in its day-to-day provision of services This includes staff training programmes, regular supervision and appraisal, service reviews, user involvement and feedback forums and bimonthly reports by Service Managers to the Management Committee

All aspects of our work are regularly tested against our principle objectives and focussed on achieving the maximum public benefit for both these sections of the public with whom we work and the wider community more generally

None of our funding is provided through the use of Social or Program related investment

a) Supported Housing

Valley House offers a dedicated supported housing service to a range of high support needs individuals and families In its supported housing it has

- 16 units for Teenage Parents,
 - 13 units for Domestic Violence,
 - 2 units of Direct Access for vulnerable women and children in crisis out of hours (every evening and night in the week) On average the resident population is 30/32 adults and 42-46 children
- The accommodation comprises a mix of single flats, single family houses and shared houses

Support is offered to residents through

- a 24 hour on-site staff presence,
- structured support plans,
- individual link work system offering practical and emotional support towards developing and sustaining greater independence

The work with children in our supported accommodation is as integral as the work with adults The service is very active in championing the needs of children who have witnessed Domestic Violence as well as enabling adults to work through their own needs It seeks every opportunity, through its own or other specialist services, to enable parenting and the development of supportive and creative family settings

In 2010-2011, Valley House Supported Housing service activity was as follows

| Service | Referrals (Total Number) | Service User | Average Length of Stay | % Successful Move-ons | Comments/Additional Outcomes/Extended Stays |
|--|--------------------------------|--------------------------|------------------------------|-----------------------------|---|
| Domestic Violence/Abuse Supported Accommodation | 134 | 39 adults 40 children | 12 months | 95% | 2 extension requests |

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| | | | | | |
|---|-----|--|-----------|------------------------------|---|
| Teenage Parents Supported Accommodation | 61 | 42 adults 34 children 9 expectant mums | 11 months | 85% | 1 extension request |
| Direct Access | 149 | 104 adults 55 children | 3 nights | 96% 5 from 104 unknown | 4 – police/PPU to secure accommodation. 2 – no recourse to public funds 4 – social care extended support 1 – xmas/new year period 5- accepted for long term, waiting for accommodation to be ready/ move in process |

b) Floating Support

These support services are to vulnerable people who need support in order to maintain themselves independently in their own accommodation. Valley House offers this service to 24 Teenage Parents and 13 Homeless Families. As well as noting how many service users/referrals have a mix of interlocking needs – many Teenage Parents have a history of domestic violence and abuse, many domestic violence cases are ex-care leavers - it is also very common for users to have learning difficulties and/or mental health issues. Valley House is actively advocating for additional provision in all these areas and seeking to influence the city's strategies in these regards. Again, as with its Supported Housing service, the Valley House Floating Support workers find high numbers of children in all these categories of need.

In 2010-2011, Valley House Floating Support services activity was as follows:

| Service | Referrals (Total Number) | Service User | Average Length of Stay | % Successful Move-ons | Comments/Additional Outcomes/Extended Stays |
|-------------------|--------------------------|--|------------------------|-----------------------|---|
| Homeless Families | 82 | 390 adults 42 children (1 expectant mum) | 4/5 months | 100% | Of the 82 referrals only 61 met the eligibility criteria 14 of the 82 received support from the drop-in surgery |
| Teenage Parents | 61 | 53 adults 70 children | 10 months | 92% | 17 of the referrals were from Supported Accommodation 2 moved on from the service into SA 2 requests to have service extended |

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c) The 'Staying Put' DVA Sanctuary Scheme

Valley House piloted and now runs Coventry's Domestic Violence and Abuse Sanctuary Scheme 'Staying Put'. This service offers support, advice and security measures to victims of DVA who wish to remain in their own accommodation. The two-worker service has a contractual caseload of 24 but has developed creative ways of offering short term lower level support for additional clients so that it currently offers a caseload of 24 plus 4 safe-and-well plus 4 basic support cases to service users at various stages of their journey to full, safe & confident independence. The service has actively developed multi-agency working practices and established very constructive working relationships with a range of agencies including the Police, Housing Associations, the Fire Service, and Coventry and Warwickshire Community Safety Service. Valley House is a member of the Coventry MARAC (Multi Agency Risk Assessment Committee) for DVA.

In 2010-2011, the Staying Put service activity was as follows

| Service | Referrals (Total Number) | Service User | Average Length of Stay | % Successful Move-ons | Comments/Additional Outcomes/Extended Stays |
|----------------|--------------------------------|--------------------------|--|----------------------------------|---|
| Staying Put | 130 | 63 adults 76 children | 12 months + 2 months safe and well | 96% 5 from 104 unknown | 6 extensions to service requests |

Because of its prevalence, Coventry has established tackling violence, including DVA, as one of its highest strategic priorities. The work of both Staying Put and the Supported Accommodation & Floating Support services at Valley House directly publicly benefits the Community Safety Partnership and Police work in the city.

d) Children & Young People's Services

This year we integrated the children and families work with that of the young people. This is helping us further develop our "whole family" model of provision as well as work with people simultaneously across their identities as young people, students, young adults and parents.

This year saw the very successful conclusion of our Creative Play project and the departure of our long-term Children's Service Manager, Baljit Gill. The Creative Play project – as well as embedding innovative skills across Valley House and beyond – climaxed with a series of showcase events and an exhibition in July/August 2010.

Baljit's leaving was very much from her own wish to move into consultancy and pursue her Early Years interests. She achieved much at Valley House and left us with a firmly established and innovative service. Her successor, Jo Aubrey, who has also taken on management of the Youth Work project (The Whole Shabang), arrives with a deep experience in both Early Years and Youth Work provision as well as a background in research. She has been reviewing services and consulting with children, parents, staff and other stakeholders, with a view to continuing and developing our innovative community-based work for the benefit of local children, families and locality generally.

Children and Families Service

2010-11 has been another very demanding year for Valley House Children's Service as the national and local government agenda for children and young people has been further developed. As the only voluntary sector designated children's centre under the Children's Centres Initiative in the city Valley House leads the way in innovative community-based working and responding to the needs of the more

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vulnerable and needy children and families in the community as well as seeking to offer universal services to the whole of the local community

Valley House seeks to centre-field the needs of the children of vulnerable families and to extend our models of integrated whole-family support to benefit all. We are concerned that the emphasis is on younger children. It is clear that older children are as much affected by disadvantage, worklessness, vulnerability and such specific issues as domestic violence and homelessness.

In 2010-2011, Valley House Children Services provided

- (a) Flexible and high quality sessional childcare
- (b) Parenting groups both formal and informal such as play and stay sessions, where parents can receive support, learn about their child's development, enable them to socialise and network with other parents and share experiences and parenting courses that will look at promoting positive behaviour and the importance of stimulating play for children. There are also
 - Footsteps into Books
 - Fathers' Group
 - Coffee Morning for Parents and Children
- (c) A range of Family Support and peripatetic services including direct work with higher needs children and families, home visits and support in accessing universal services
- (d) Supporting parent and child contact, where children are in the care of the Local Authority, which takes place at Valley House

Children's Services funding has again been changed and a different balance of service required of us by SureStart. The day care subsidy has been withdrawn causing us to change from full day care to sessional provision. Family Support and Peripatetic work has been upgraded by SureStart.

| | |
|--|------|
| Individual children and carers attending any event at Valley House Children's Centre | 354 |
| New families registered over the year | 178 |
| Footfall – total attendance of children and parents at any event at the Children's Centre/Outreach | 5704 |

Child and carers making up the figures in the table will have attended a range of different groups and support activities. These will include

- Stay and Play groups
- Creative Play groups
- Home Visits
- Advice and Information drop-ins

From March this year the centre has been providing a much greater variety of activities and events, and these will be reflected in the report for the next financial year.

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Young People's Work "The Whole Shabang"

The Whole Shabang has gone from strength to strength. It now has nearly 150 young people using it and has run a series of public events both on its own and in conjunction with other Young People's provision.

Over 40% of its young people were not accessing any young people's provision before and many of them had been leading very isolated and – by their own valuation – 'boring' lives. They – with the worker's help – are full of ideas and plans for the coming year.

The Whole Shabang has supported 146 young people through face to face work, group work or via Facebook, text or telephone support. This includes 40 young parents.

51 weekly drop in sessions have taken place at Valley House, which have been attended by 80 young people in total including 38 young parents. Guest speakers at the drop in have included Future Jobs Fund, SHADOW, Stopping Smoking Service, Warwickshire Wildlife Trust, Vibes (Mind), Health trainers, Valley House counselling Service and Cre8us.

Some events which the young people have been supported to plan have included a health event called Can I health You Event planned and hosted by 6 young people which was attended by 30 young people, an Indian Summer Event attended by 10 young people, 37 young people attended a day trip to Alton Towers including 13 young parents and 5 children, 10 young people joined an evening Walk with Warwickshire Wildlife Trust, 11 young people came for a meal at Taybarns and Cosmic Bowling, 9 young people joined a Twilight Treasure Hunt at Coombe Abbey with Warwickshire Wildlife Trust, 18 young people attended a trip to the cinema, 15 young people attended Laser Quest and 14 young people have attended C-card events. 15 young people wrote and recorded their own music CD working with professional Rapper and a Producer, 13 young people created graffiti art that reflected their feelings about living in Coventry, 13 young people worked with a professional choreographer to compile their own dance routine and it was all showcased at The Herbert Art Gallery with 50 guests.

Some successes include a Whole Shabang football team involving 12 young men who meet and play on a weekly basis. 3 young parents have completed OCN Level 1 in introduction to Youth Work training, 3 young people worked with Evolve to design a board game about Relationships and Sexual Health for their peers, 2 young parents became parent mentors. 4 young people have signed up to Vinolved, 7 young people have completed a Motorvate Road User Education Course. 5 young parents referred themselves to the Health Trainers scheme with the aim to lead a healthier lifestyle.

Some consultation work that the young people have undertaken include 2 young parents appearing on the 'What to tell the children' DVD on the Be Savvy website, which shows ways that parents can approach embarrassing subjects with their children. 3 young parents attended the Movers and Shapers conference to give their feedback and share their experiences of being young parents.

e) Training and Education

As a learning organisation Valley House is committed to offering a wide range of training, education and work placement opportunities to

- people living in the local community
- residents of Valley House's supported housing
- staff and volunteers

We have continued our partnership with Coventry City Council Adult Education Department and offer English, Maths, Essential Skills, Family Learning and ICT at Valley House, as well as Child Development and Introductions to Social Care.

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Valley House has 3 main training suites and many local contacts with people interested in accessing training in non-formal, non-mainstream settings. We are seeking to develop brokerage arrangements with various training providers to provide sessions in our setting.

This allows us to work particularly well with the more disengaged and/or unconfident local people and to benefit both those individuals and their local community by enabling them to integrate more into mainstream provision and progress towards work-readiness.

Coventry City Council's Adult Education Service has ran accredited adult learning workshops in basic skills Maths and English at Valley House since the late 1990's. Since September 2009, the programme has been expanded to include English for Speakers of Other Languages (ESOL). This year, there was also a successful non-accredited Confidence Building course.

Valley House now offers 4-5 days of Adult Education classes taking place on-site.

In the last year Adult Education activity at Valley House has been as follows:

English – two classes weekly, 36 weeks

26 learners attended
71% attendance overall
23 achieved agreed learning targets
8 achieved Entry Level qualifications
3 achieved National Test passes

Maths – two classes weekly, 36 weeks

24 learners attended
74% attendance overall
24 achieved agreed learning targets
8 achieved National Test passes

ESOL – one class, two sessions weekly, 36 weeks

18 learners attended
80% attendance overall
18 achieved agreed learning targets
8 achieved Entry Level qualifications

Confidence Building – one class weekly, 10 weeks

9 learners attended
86% attendance overall
6 completed and achieved full learning aim

Intended Progression of Learners

| INTENDED PROGRESSION | PERCENTAGE | INTENDED PROGRESSION | PERCENTAGE |
|--------------------------------------|------------|---------------------------------------|------------|
| Gain employment | 10% | Move on to another subject within AES | 6% |
| Move on to the next level within AES | 69% | Further training outside AES | 15% |

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Valley House has also been successful in securing core refunding for our UK Online centre. We have been running this on a drop-in basis for some time but will now be able to re-develop its proactive sessions of guided support with MyGuide and all aspects of enabling the disengaged become IT able and using Government e-services.

f) Personal Counselling

Valley House Counselling Service (VHCS) Audit Figures for April 2010 – March 2011

VHCS is now half way through its 3-year seed-funding from the Henry Smith Charity.

Before receiving the support of the Henry Smith Charity, VHCS was a small volunteer run activity that suffered from a lack of continuity and an inability to know or respond to the levels of need from existing Valley House service users or the wider local community.

The Henry Smith Charity grant has enabled us to transform the Valley House Counselling provision, over the last two years we have developed a consistent, robust and professional Counselling service which is now able to recognise and proactively respond to the changing needs of our service users and community, as will be demonstrated by this report.

| | |
|---|-----|
| Clients referred and contacted by the service | 175 |
| How many clients had an Intake appointment | 56 |
| Number of who clients took up the service | 42 |
| How many referred by Valley House | 52 |
| How many referred by outside agency | 22 |
| How many self-referred/not known | 101 |
| Number of volunteer counsellors-in-training | 8 |
| Number of clients currently in counselling | 21 |
| Referral waiting list | 2 |

Of the 175 referrals received all would have been contacted by phone, 56 people engaged with the service and attended an intake assessment appointment before being appointed a counsellor-in-training.

Although the rate of initial referrals received was high, the VHCS were unable to respond to needs of the service user for the following reasons:

- following initial contact it became clear that the service required was not one-to-one counselling
- referring agencies pressurised individuals to agree to counselling against their will
- the referring agency signposted inappropriately assuming counselling offered was DVA specific
- insufficient staff and resources
- volunteer placements are limited to two years therefore maintaining a consistent number of counsellor-in-training numbers has an impact on service delivery
- referrals relocated outside of Coventry
- changed contact details
- referrals on first contact and or intake appointment required
 - crises/immediate support
 - information only
 - access to other support services such as Citizens Advice Bureau
 - flexible sessions as and when needed
 - lived too far to travel

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- o not appropriate for counselling due to issues with mental health and/or alcohol and no additional support of their own in place
- o a lack of readiness to engage

g) The Navigation Centre and Community Garden

The Valley House campus links all its Support, Children, Young Peoples, Training, UkOnline and Counselling services as well as offering a community garden area for service users, local people and staff to enjoy. This integrated physical environment parallels our wish to offer an holistic approach and integrated services that allow people to feel they belong and to be able to get all their needs met in one place. We have many local comments saying we have "improved" the area and brought a focus and place to seek advice and access services that were not there before.

Public Benefit

Much of the foregoing has noted public benefit within individual services. Looking across Valley House services more generally, one can see a range of public benefits achieved by the agency for the more vulnerable and disadvantaged citizens as well as the wider community including

- Promoting Health & Well Being, including emotional and psychological well being
- Enabling economically excluded individuals and families access to training, education and work readiness
- Directly tackling violence and abuse, its effects on victims and children, promoting their confidence and independence and holding perpetrators to account
- Promoting passively resilient individuals and families aspirations, self-confidence, potential and engagement in their community
- Developing disadvantaged families parenting skills, the development of their children and take up of service for children
- Championing the confidence, aspirations and constructive engagement of young people in both their own and their locality's future
- Promoting a sense of community and the valuing of all its members

FUTURE DEVELOPMENTS

Clearly, the financial climate has changed radically in the last 12 months.

Coventry City Council have taken the decision to consult on its services before reviewing, prioritising and rationalising them in the face of the severe cuts being imposed.

Valley House is already seeking every opportunity to engage in these consultations and influence, what will inevitably be, very difficult decisions so as to prioritise the needs of vulnerable people and the deprived community which it services.

Valley House has become a founder member of the interworking group and interim board of an initiative within the VCS in Coventry to set up a sector wide consortium to deal directly with the

Local Authority in developing commissioning and procurement of future services – as well as pursuing other partnership based opportunities. This consortium – Here to Help or H2H as it is becoming known – has established formal links and financial backing from the Local Authority and had its formal launch in February. Valley House will remain active in this development.

All our Supported Accommodation and Floating Support services are Supporting People funded. This funding stream has been un-ring fenced, suffered a national cut of 11.5% and is subject to review in

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Coventry As a DVA specialist and the only teenage parent and homeless families support service in Coventry – and with DVA a named strategic priority and homeless families a statutory duty – Valley House is working hard to contribute to a positive and creative approach to the needs of these very vulnerable service user categories

Our Early Years Sure Start funding is to suffer a 15% cut from April 2011. The Project Director and new Children & Young People's Service Manager have already drawn up plans to prioritise the most vulnerable children and families emphasising prevention, early intervention and family support while reducing paid for nursery provision. This approach will most effectively address our core users needs within the constricting financial realities and also works well within our existing specialisms and skills sets

The Whole Shabang has developed to the point where they now need a dedicated space. We have through a re-allocation of Big Lottery funds secured the wherewithal to achieve this and will be setting this facility up in the first quarter of the coming year

We are actively reviewing and seeking to extend our funding of the Counselling Service which is now in its last year of pilot funding. We have established the range and type of needs and sized the task and will be looking to secure funds to allow us to remodel and extend provision accordingly. We are also seeking to expand its provision beyond person-centred and into other modalities including REBT and CBT

UK Online provision has greatly reduced. During the year, we remodelled our reception and admin facilities to better optimise flexibility and service responsiveness. As a result we will be able to continue to offer a staff supported drop-in service of IT facilities to the local people. As well as enabling IT literacy this will have a direct public benefit in terms of increasing local people's e-access to mainstream services

We continue to have a contract with Generate, the fundraising consultancy. This is more important than ever as competition for shrinking resources and the need to diversify our funding base becomes more urgent. We are particularly seeking resources to allow us to

- Extend our Training and Education services
- Re-fund and extend Counselling
- Identify funds to fill in the 'gap' in provision in our whole family approach for 5-14 year olds

In the last year, we have identified funds to allow us to review and develop our

- Staff Appraisal system
- Job Evaluation procedures
- Strategic & Business Planning

Two different consultants have aided us in these areas and all should be in place in the first half of the coming year. We are also actively pursuing independent accreditation under the new version of PQASSO and hope to have this in place by late Autumn 2011

These are clearly tough times ahead. Valley House is actively seeking to be part of forward thinking within the city, seeking partnership benefits and opportunities, reviewing its finances and spend to be as efficient as possible, reviewing its activities in line with answering need, achieving public benefit, further developing innovative services to achieve the outcomes wanted by its service users in line with its aims and objectives

With its spread of specialisations and skills, its reputation as an excellent provider of services and promoter of multi agency and partnership working both across its own and with outside services and its sustained experience in revising and reshaping services in line with prevailing contexts, while not sacrificing its core values and qualities of service, Valley House is well placed to engage with the

Valley House
(Company Limited by Guarantee)

ANNUAL TRUSTEES AND MANAGEMENT COMMITTEE REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

upcoming challenges outlined above. However, the organisation is not taking anything for granted and recognises that some possibly unprecedentedly reduced funding opportunities and consequent squeeze on services will apply for the next 5-10 years.

More generally, Valley House will continue to seek to participate in and influence local and regional agendas with regard to all aspects of the needs of vulnerable individuals, children, young people, families and communities.

Valley House is a member of the Homelessness Strategy Implementation Group, the Domestic Violence Partnership, Respect (The Teenage Pregnancy Partnership Board), the Early Years Strategic Partnership, Voluntary Action Coventry and BACP. The agency contributes to a wide range of local and national agendas including the Early Years, Supporting People, Homelessness, Domestic Violence and Abuse, Teenage Pregnancy, Young People's Forum, Vulnerable Adult, Healthy Living, Drugs and Alcohol and The Crime Reduction strategies as well as The Coventry Community Plan and the Social Inclusion Agenda. This allows Valley House to be an active participant in the city's strategic thinking about its provision of services in the medium to long term.

FINANCIAL REVIEW

The current financial year has produced a surplus on our unrestricted funds of £70739 after depreciation of £5923 on designated funds. Our major source of funding continues to be from Supporting People. Valley House has now been through tendering process on all its SP services and has successfully won all the tenders in its field. This has confirmed the agency as a provider of excellent high needs services for our users.

a) Investment policy

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the trustees consider fit. The management committee has considered the most appropriate policy for investing funds and currently any cash surplus to day to day requirements is invested in Treasury Deposits.

b) Reserves policy

The Management Committee has established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are needed to be able to continue the current activities of the charity in the event of a significant drop in funding, all be it for a very limited time, to enable them to replace the funding or reduce services provided in a way not detrimental to our residents and other users. The trustees therefore consider that the minimum ideal level as at 31 March 2011 would be £450000. The actual free reserves at 31 March 2011 were £434078. The charity is also seeking alternative ways to fund contingencies.

c) Principal funding sources are grants £1171360 (please refer to analysis in notes 2 and 9) and rents receivable £303705.

d) Trustees/Management Committee's responsibility for the accounts

The trustees (who are also directors of Valley House for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Valley House
(Company Limited by Guarantee)

ANNUAL TRUSTEES AND MANAGEMENT COMMITTEE REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2011

Company law requires the Trustees/Management Committee to prepare financial statements for each financial year, which give a true and fair view of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in operation

The Trustees/Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safe guarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

e) Disclosure of information to auditors

We, the directors of the company who held office at the date of approval of these Financial Statements, as set out above, each confirm so far as we are aware, that

- there is no relevant audit information of which the company's auditors are unaware, and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information

f) Auditors

Bishop Simmons Limited were re-appointed as the company's auditors during the year and expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice-Accounting and Reporting by Charities and in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Signed on behalf of the Management Committee

P.M. Evans

Director

16th November 2011

Date

Valley House
(Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES/MANAGEMENT COMMITTEE OF
VALLEY HOUSE**

We have audited the financial statements of Valley House for the year ended 31 March 2011, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity's trustees/management committee, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees/management committee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees/management committee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees/management committee and auditor

As explained more fully in the Trustees'/Management Committee Responsibilities Statement (set out on pages 18 and 19), the trustees/management committee (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.

The trustees/management committee have elected for the financial statements to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

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 Boards (APB'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 trustees/management committee, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees'/Management Committee Annual Report 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.

Valley House
(Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES/MANAGEMENT COMMITTEE OF
VALLEY HOUSE (continued)

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 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion

- the information given in the Trustees'/Management Committee Annual Report is inconsistent in any material aspect with the financial statements, or
- the charitable company has not kept adequate accounting records, or
- the financial statements are not in agreement with the accounting records and returns, or
- we have not received all the information and explanations we require for our audit

Bishop Simmons Limited

Bishop Simmons Limited
Chartered Accountants and Statutory Auditors
Mitre House
School Road
Bulkington
Bedworth
Warwickshire
CV12 9JB

Date 18 November 2011

Valley House
(Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2011**

| | | Unrestricted Funds | | Restricted | Total | Total |
|---|------|--------------------|---------------|---------------|----------------|----------------|
| | | General | Designated | Funds | 2011 | 2010 |
| | Note | £ | £ | £ | £ | £ |
| Incoming Resources | | | | | | |
| Incoming Resources from generating funds | | | | | | |
| Voluntary Income | | | | | | |
| Donations | | 4000 | | 103 | 4103 | 725 |
| Activities for generating funds | | | | | | |
| Student Placements | | 14000 | | | 14000 | 8400 |
| Children's Centre Fees | | 12922 | | | 12922 | 14268 |
| Other Income | | 8424 | | 824 | 9248 | 4328 |
| Investment Income | | | | | | |
| Bank Interest | | 1628 | | | 1628 | 1445 |
| Incoming Resources from charitable activities | | | | | | |
| Rents Receivable | | 303705 | | | 303705 | 312588 |
| Grants | 2 | 704617 | | 466743 | 1171360 | 1143802 |
| Total Incoming Resources | | 1049296 | | 467670 | 1516966 | 1485556 |
| Resources Expended | | | | | | |
| Costs of Generating Funds | | | | | | |
| Fundraising and Publicity | | 9265 | | | 9265 | 9534 |
| Charitable Activities | | | | | | |
| Support Services | 3 | 661084 | 5923 | 503145 | 1170152 | 1088006 |
| Property Rental Costs | 3 | 304443 | | | 304443 | 294028 |
| Governance | | | | | | |
| Audit | 3 | 3765 | | | 3765 | 3585 |
| Total Resources Expended | | 978557 | 5923 | 503145 | 1487625 | 1395153 |
| Net movement in Funds | 4 | 70739 | -5923 | -35475 | 29341 | 90403 |
| Funds at 1 April 2010 | | 363339 | 274877 | 614770 | 1252986 | 1162583 |
| Funds at 31 March 2011 | 9 | 434078 | 268954 | 579295 | 1282327 | 1252986 |

There were no recognized gains or losses for the current year and preceding year other than those included in the Statement of Financial Activities

The notes on pages 23 to 31 form part of these accounts

Valley House
(Company Limited by Guarantee)

BALANCE SHEET 31 MARCH 2011

| | Note | £ | 2011 £ | £ | 2010 £ |
|---|------|---------------|----------------|---------------|----------------|
| Fixed Assets | | | | | |
| Tangible Assets | 5 | | 833053 | | 861250 |
| Current Assets | | | | | |
| Debtors | 6 | 39461 | | 130801 | |
| Cash at bank and in hand | | <u>495407</u> | | <u>356557</u> | |
| | | 534868 | | 487358 | |
| Creditors: Amounts falling due Within one year | 7 | <u>84039</u> | | <u>90337</u> | |
| Net Current assets | | | 450829 | | 397021 |
| Total Assets less Current Liabilities | | | <u>1283882</u> | | <u>1258271</u> |
| Creditors amounts falling due after more than one year | 8 | | <u>1555</u> | | <u>5285</u> |
| | | | <u>1282327</u> | | <u>1252986</u> |
| Funds | | | | | |
| Unrestricted Funds | | | | | |
| Designated Funds | 9 | 268954 | | 274877 | |
| General Funds | 9 | <u>434078</u> | 703032 | <u>363339</u> | 638216 |
| Restricted Funds | 9 | | <u>579295</u> | | <u>614770</u> |
| | | | <u>1282327</u> | | <u>1252986</u> |

For the year ending 31 March 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. However, an audit is required in accordance with section 43 of the Charities Act 1993.

Directors' responsibilities

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions available to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Trustees/ Management Committee

P.M. Evans Director, P M Evans

Syllie Director, S Wyllie

16th November 2011 Date Company Registration No 3593394

Valley House
(Company Limited by Guarantee)

The notes on pages 23 to 30 form part of the accounts

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

1. Accounting policies

Basis of accounts

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005 and the Companies Act 2006 relating to Small Companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Depreciation

All additions greater than £100 are capitalised and brought into account in accordance with normal accounting practice

Depreciation is provided at rates calculated to write off the cost of fixed assets over their expected useful lives on the following basis

New Furniture & Equipment - 4 years (straight line)

Buildings - 2% p a (straight line) from date of first use

Community Garden - 3 years (straight line) from date of first use

Incoming Resources

Voluntary Income

Donations and gifts are included in full in the Statement of Financial Activities when receivable

The value of services provided by volunteers has not been included

Investment Income

Investment income is included in the Financial Statements when receivable

Activities for generating funds

Student placements and other income is included in the Financial Statements when receivable

Rents Receivable

Rental income is accounted for on an accruals basis for all tenants in residence during the financial year

Grants

Revenue grants are included on a receivable basis. Capital grants in respect of building costs are to be written off over the estimated useful life of the building from the date of occupancy

Resources Expended

All expenditure is included on an accruals basis. Direct costs are allocated to the activity giving rise to those costs. Other costs are apportioned on an estimated basis generally based on staff time within each activity

All VAT is included with the cost element to which it relates

Costs of Generating Funds

Comprise the costs associated with attracting voluntary income

Valley House
(Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

1. Accounting policies (continued)

Resources Expended (continued)

Charitable Expenditure

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

Governance

Includes those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees.

Pensions

The company operates a defined contributions personal pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The fund is managed by Friends Provident Pensions Solutions Direct. Contributions payable for the year are charged to the Statement of Financial Activities as and when incurred.

General funds

These comprise unrestricted funds that are available for the general purposes of the Charity.

Designated Funds

These comprise unrestricted funds set aside by the trustees for specific purposes but which are not binding on the trustees.

Restricted funds

These are funds subject to conditions imposed by the donor or by specific terms of the appeal under which the funds were raised. The restrictive conditions are binding upon the Charity.

Finance and Operating Lease Transactions

Assets acquired under finance leases are capitalised in the balance sheet and are depreciated in accordance with the company's normal policy. The outstanding liabilities under such agreements are included in creditors.

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor, are charged to the Statement of Financial Activities in the year in which they fall due.

2. Unrestricted Grants Received

| | 2011 | 2010 |
|------------------------------|---------------|---------------|
| | £ | £ |
| Supporting People | 696034 | 732542 |
| UK On Line | 4583 | 0 |
| Senior Family support Worker | | 6620 |
| PPEL Training | | 15000 |
| Graduate Leader Training | 4000 | 4200 |
| Total | <u>704617</u> | <u>758362</u> |

Restricted Grants are detailed in note 9.

Valley House
(Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

| 3. Total Resources Expended | | | | | | | | | |
|--|----------------------------|-----------------------|--------------------------------|------------------------------|-----------------------------------|----------------------|----------------------------|-------------------------|---------------------|
| | Basis of allocation | Fund Raising £ | Property Rental Costs £ | Supporting Services £ | Big Lottery Young People £ | Counselling £ | Children's Centre £ | Admin /Offices £ | Governance |
| | | | | | | | | | |
| Staff costs | Direct | | 69276 | 479840 | 79609 | 17321 | 209139 | 173031 | 2011 TOTAL £ |
| | | | | | | | | | 1028216 |
| Staff Training & Expenses | Direct | | | 11248 | 1856 | 3910 | 2296 | 3773 | 2010 TOTAL £ |
| | | | | | | | | | 31162 |
| Recruitment | Direct | | | 2168 | 254 | 44 | 8923 | 110 | 2011 TOTAL £ |
| | | | | | | | | | 11499 |
| Premises | Usage | | 165930 | 3722 | 4719 | | 15265 | 99835 | 2010 TOTAL £ |
| | | | | | | | | | 289471 |
| Telephone & Postage | Usage | | 5156 | 9076 | 719 | 396 | 1932 | 15800 | 2011 TOTAL £ |
| | | | | | | | | | 33079 |
| Stationery | Usage | | | | 106 | | | 17027 | 2010 TOTAL £ |
| | | | | | | | | | 16210 |
| Service User Expenses | Direct | | | | 1032 | 9536 | | | 2011 TOTAL £ |
| | | | | | | | | | 10568 |
| Professional Fees | Direct | 9265 | | 4274 | | | | 15946 | 2010 TOTAL £ |
| | | | | | | | | | 29485 |
| Audit Fee | Direct | | | | | | | | 2011 TOTAL £ |
| | | | | | | | | | 3765 |
| Children's & Youth Activities | Direct | | | | 5207 | | 4262 | | 2010 TOTAL £ |
| | | | | | | | | | 9469 |
| Creative Partnership Expense | Direct | | | | 7672 | | 7246 | | 2011 TOTAL £ |
| | | | | | | | | | 14918 |
| Miscellaneous | Direct | | | 6063 | 46 | 200 | 856 | 9774 | 2010 TOTAL £ |
| | | | | | | | | | 16939 |
| Admin/Offices | staff/area | | 64081 | 140169 | 23411 | 9380 | 79484 | (316525) | 2011 TOTAL £ |
| | | | | | | | | | 0 |
| | | 9265 | 304443 | 656560 | 124631 | 40787 | 329403 | 18771 | 2010 TOTAL £ |
| | | | | | | | | | 1395153 |

Valley House
(Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

3. Total Resources Expended (continued)

| | 2011 | 2010 |
|-----------------------|----------------|---------------|
| | £ | £ |
| Staff costs | | |
| Salaries | 919291 | 836836 |
| Social Security costs | 83519 | 73771 |
| Pension costs | 25406 | 22953 |
| | <u>1028216</u> | <u>933560</u> |

Salaries include £23060 paid to agency staff during the year (2010 £43923) Agency staff are mainly used for the Supporting People Project and the Children's Centre to cover staff illnesses and temporary staff vacancies The average number of employees (full time equivalents), analysed by function

| | 2011 | 2010 |
|-------------------|-----------|-----------|
| Service Providers | 32 | 26 |
| Maintenance | <u>1</u> | <u>1</u> |
| | <u>33</u> | <u>27</u> |

The number of employees for whom retirement benefits were accruing was

| | |
|-----------|-----------|
| <u>14</u> | <u>12</u> |
|-----------|-----------|

No employee earned £60000 (2010 £60000) or more

No Director, Trustee or Member of the Management Committee received any remuneration for services during the year or for re-imbusement of expenses, or is a member of the retirement benefit scheme

4. Net incoming resources for the year

| | 2011 | 2010 |
|-------------------------------|-------|-------|
| | £ | £ |
| This is stated after charging | | |
| Depreciation | 33213 | 40132 |
| Auditors remuneration | 3765 | 3585 |

Valley House
(Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

5. Fixed Assets

| | Furniture Fixtures & Equipment | Buildings | Community Garden | Total |
|------------------------|---|------------------|-----------------------------|--------------|
| Cost: | £ | £ | £ | £ |
| As at 1st April 2010 | 295206 | 937194 | 44151 | 1276551 |
| Additions during year | 5016 | | | 5016 |
| As at 31 March 2011 | 300222 | 937194 | 44151 | 1281567 |
| Depreciation: | | | | |
| As at 1st April 2010 | 260700 | 110450 | 44151 | 415301 |
| Charge for the Year | 14470 | 18743 | | 33213 |
| As at 31st March 2011 | 275170 | 129193 | 44151 | 448514 |
| Net book value: | | | | |
| As at 31st March 2011 | 25052 | 808001 | 0 | 833053 |
| As at 31st March 2010 | 34506 | 826744 | 0 | 861250 |

Included within fixed assets are assets held under a finance lease contract with a net book value of £5,595 (2010 £8393)

The depreciation charge for the year includes £2,798 (2010 £2,798) in respect of assets leased under a finance lease contract

6. Debtors

| | 2011 £ | 2010 £ |
|-------------------|-------------------|-------------------|
| Rents Receivable | 11864 | 103305 |
| Other Debtors | 3280 | |
| Grants Receivable | 23813 | 27130 |
| Prepayments | 452 | 366 |
| Custodial Funds | 52 | |
| | <u>39461</u> | <u>130801</u> |

7. Creditors: Amounts due within one year

| | 2011 £ | 2010 £ |
|------------------------------|-------------------|-------------------|
| Rents received in advance | 11703 | 754 |
| Custodial Funds | 0 | 676 |
| Taxation and Social Security | 80 | 0 |
| Accruals | 68526 | 85177 |

Valley House
(Company Limited by Guarantee)

| | | |
|----------------------------------|--------------|--------------|
| Obligations under finance leases | 3730 | 3730 |
| | <u>84039</u> | <u>90337</u> |

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

8. Creditors Amounts falling due after more than one year

| | | |
|--------------------------------------|-------------|-------------|
| | 2011 | 2010 |
| | £ | £ |
| Net obligations under finance leases | <u>1555</u> | <u>5285</u> |

9. Funds

Restricted Funds

The funds of the Charity include restricted funds comprising the following unexpended balances of donations and grants held on trust to be applied for specific purposes

| | Balance at 1st April 2010 | Funds Receivable | Funds Expended | Balance at 31st March 2011 |
|--|---------------------------------|---------------------|-------------------|----------------------------------|
| | £ | £ | £ | £ |
| Capital Grants | | | | |
| National Lotteries Charity Board | 181760 | | 4857 | 176903 |
| Jephson Furniture Fund | 9552 | | | 9552 |
| LSC Regeneration Budget | 11423 | | 475 | 10948 |
| Coventry Children's Centres | 297421 | | 6868 | 290553 |
| Coventry Children's Centres-Canopy | 5553 | | 149 | 5404 |
| Coventry Children's Centres-Outside Space | 12423 | | 4140 | 8283 |
| Coventry Children's Centres-Conservatory | 26800 | | 937 | 25863 |
| Big Lottery Fund-Young People's Fund | 5000 | 5200 | 461 | 9739 |
| General Charities- Telephones | 2202 | | 2202 | 0 |
| General Charities-Server | | 6000 | 790 | 5210 |
| Coventry Liveability Fund | 15000 | | | 15000 |
| | <u>567134</u> | <u>11200</u> | <u>20879</u> | <u>557455</u> |

Revenue Grants

Children's Services

| | | | | |
|--|-------|--------|--------|-------|
| Big Lottery Fund Creative Play | 13909 | 21994 | 35903 | 0 |
| Change School | | 4350 | 4350 | 0 |
| NEG Nursery Grant | | 36735 | 36735 | 0 |
| Coventry Children's Centres | 7339 | 250241 | 237821 | 19759 |
| Coventry Children's Centres-Additional | 1500 | | 1500 | 0 |
| The Arts Council | 1000 | | 1000 | 0 |

Young People's Project

| | | | | |
|-------------------------|-------|--------|--------|---|
| Big Lottery Fund(YP F2) | 12011 | 111415 | 123426 | 0 |
| Other Income | | 744 | 744 | 0 |

Counselling

| | | | | |
|----------------------------------|-------|-------|-------|------|
| The Henry Smith Chanty | 1877 | 30808 | 30604 | 2081 |
| Big Lottery Fund(awards for all) | 10000 | | 10000 | 0 |
| Other Income | | 183 | 183 | 0 |

Valley House
(Company Limited by Guarantee)

| | | | | |
|--------|--------|--------|--------|--------|
| | 47636 | 456470 | 482266 | 21840 |
| TOTALS | 614770 | 467670 | 503145 | 579295 |

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

9. Funds (continued)

Revenue Grants

Grants received for staff costs and specific project support are included in revenue grants from each of the donors as indicated and allocated to the centre benefiting from such grants

Capital Grants

The grants were received for the following purposes

- The National Lotteries Charity Board grant was to purchase and renovate the Navigation Centre office and nursery facility
- The Furniture Fund was to provide furniture for the Jephson Housing project in Navigation Way
- The General Charities Grant was to purchase new computers
- The LSC Regeneration Grant was to refurbish the reception area
- Coventry City Council has provided funds for the Children's Centre, an external Canopy, garden resurface and a conservatory
- The Big Lottery fund awarded a three year grant to fund the Young Peoples Project, which includes funds towards capital equipment costs
- The General Charities Grant was towards the purchase of a new telephone system
- The Coventry Liveability Fund Grant was to assist in the conversion of 25 Bell Green Road

Annual depreciation is charged against each fund as appropriate

Unrestricted Funds

| | 2011 | 2010 |
|----------------------------|---------------|---------------|
| General Fund | | |
| Balance at 1 April 2010 | 363339 | 265505 |
| Surplus for the year | 70739 | 70834 |
| Prior Year Adjustment | 0 | 27000 |
| Balance at 31 March 2011 | <u>434078</u> | <u>336339</u> |
| Designated Fund | | |
| Balance at 1 April 2010 | 274877 | 280800 |
| Expenditure for the Year | -5923 | -5923 |
| Transfer from general fund | | |
| Balance at 31 March 2011 | <u>268954</u> | <u>274877</u> |

The designated fund is for the purchase and renovation of offices at 25 Bell Green Road

Valley House
(Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 MARCH 2011

10. Analysis of Net Assets between Funds

| | Fixed Assets £ | Net Current Assets £ | Total Funds £ |
|-------------------------------|-------------------------------|---|------------------------------|
| Restricted Funds | 561206 | 18089 | 579295 |
| Unrestricted Funds-General | 11185 | 422893 | 434078 |
| Unrestricted Funds-Designated | <u>260662</u> | <u>8292</u> | <u>268954</u> |
| | <u>833053</u> | <u>449274</u> | <u>1282327</u> |

11. Pension Contributions

The charge for the year was £25406 (2010 £22953) At 31 March 2011 no contributions were outstanding to the scheme (2010 £nil)

12. Lease Commitments

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

| | Equipment £ | Premises £ |
|---------------------------|------------------------|-----------------------|
| On leases expiring | | |
| Within one year | 0 | 0 |
| Between two to five years | 7380 | 3758 |
| Over five years | 0 | 0 |

13. Controlling parties

The Charitable Company is under the control of its trustees, directors and management committee