

ROCHDALE GATEWAY LEISURE LIMITED

(A COMPANY LIMITED BY GUARANTEE)

REGISTERED NUMBER - 02774692

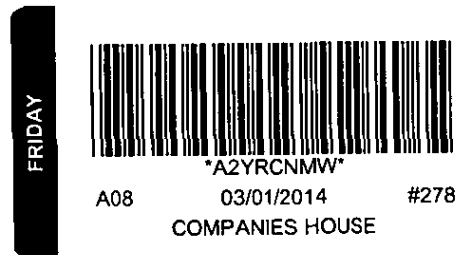
CHARITY NUMBER - 1048950

ENGLAND AND WALES

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

5 APRIL 2013



WYATT, MORRIS, GOLLAND LTD.,

CHARTERED ACCOUNTANTS,

PARK HOUSE,

200 DRAKE STREET,

ROCHDALE,

LANCASHIRE.

OL16 1PJ

ROCHDALE GATEWAY LEISURE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2013

The trustees are pleased to present their report together with the Financial Statements of the Charity for the year ended 5th April 2013

Reference and Administrative details

Charity Number 1048950

Company Number 02774692

Principal Office 2 Kenion Street
Rochdale
Lancashire
OL16 1SN

Auditors Wyatt, Morris, Golland Ltd
Chartered Accountants
Park House
200 Drake Street
Rochdale
Lancashire
OL16 1PJ

Bankers National Westminster Bank PLC CAF Bank Limited
Rochdale Branch 25 Kings Hill Avenue
Town Hall Square Kings Hill
Rochdale West Malling
Lancashire Kent
OL16 1LL ME19 4JQ

Directors and Trustees

The directors are appointed according to the articles of association and are referred to as the 'Management Committee'

The charity directors (trustees) during the year were -

Mrs Paula Lidbury (Chair) (Deceased October 2013)

Mr Tom Carr Mrs Jean Barlow
Mr Stephen Ellis Mr Anthony Collinson
Miss Susan Burke

Non trustee appointments

Company Secretary Mr Andrew Tweedale

Chief Officer Ms Nancy Wood

ROCHDALE GATEWAY LEISURE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

Statement of Trustees' responsibilities

The trustees are responsible for preparing the report of the trustees and the financial statements in accordance with applicable law and regulations

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the period.

In preparing those financial statements, the trustees are required to -

- select suitable accounting policies and then apply them consistently,
- 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 trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Structure, Governance and Management

Governing Document

Rochdale Gateway Leisure Ltd is a company limited by guarantee governed by its Memorandum and Articles of Association dated 24th of November 1992 and amended to allow for current governance arrangement on 29th June 1995. It is registered as a Charity with the Charity Commission. Anyone over the age of 18 can become a member of the company and there are currently 5 members.

Appointment of Trustees

The Directors, who are the trustees, are appointed by the members in the general meeting and are collectively known as the Board. At each AGM, one third of the Directors retire by rotation, the longest in office are eligible for re-election. Other than a retiring trustee, the only people eligible for election as trustees are those either nominated by the Board or member giving not less than 5 and not more than 21 days written notice of a nomination. The Board has the power to co-opt trustees, but such people only hold office until the AGM, do not count in determining those retiring by rotation, but are eligible for election if nominated in accordance with the normal rules.

The trustees who served during the year, together with any changes up to the date of approving this report are listed on page 1.

Trustee Induction and Training

New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation structure and decision making

The Management Committee are in overall control of the Company and the individual activities are monitored by various sub committees. All the committees meet on a regular basis between 4 and 8 weeks. The day to day management is undertaken by paid employees who report to the various committees (steering groups) in which trustees are involved. Lead members of staff report back to the trustees.



ROCHDALE GATEWAY LEISURE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

Related parties. Memberships and relationships with

The charity has good working relationships with and is a member of various organisations and committees including the Voluntary Sector Forum, Rochdale Council for Voluntary Services, Learning Disabilities Partnership Board and Link4Life

The charity has working partnerships with Rochdale Metropolitan Borough Council, Learning Disabilities Partnership Board, Learning and Skills Council and Supporting People. These partnerships serve in meeting the requirements of the services the charity provides and promoting its objectives

Risk Management

The major risks, to which the charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks

These include -

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

Reserves Policy

To manage financial risks it is a policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level which equate to approximately 3 to 6 months unrestricted expenditure. This provides enough fund to cover management, administration and support costs

Investment Policy

The trustees have considered the most appropriate policy for investing funds and have found that a building society or bank deposit account meets their requirements

Objectives and Activities

The objects of the charity are

To provide or assist in the provision of facilities for recreation and other leisure-time occupation, in the interests of social welfare, for persons resident in the borough of Rochdale or the neighbourhood thereof, who have the need of such facilities by reason of their learning disabilities or their social and economic circumstances, with the object of improving their conditions of life

To promote any charitable purpose for the benefit of persons in Rochdale and the neighbourhood thereof, who have learning disabilities

To meet directly the needs of people with learning disabilities, their families, carers and friends, by their involvement at all levels throughout the organisation in the decision making process

To actively promote the rights of all individuals, whatever the type or degree of disability to be respected and involved as equal members of society

To provide a facility for other organisations and groups who wish to include people with learning disabilities in their activities

To raise awareness of the positive contribution of people with learning disabilities within the community

The charity has the general aim of contributing to the quality of life of people with learning disabilities and their carers, of the Borough of Rochdale by expanding their horizons through the provision of exciting, challenging and accessible services

The main objective for the year continues to be providing facilities and opportunities for people with learning disabilities and their carers in the interest of their social welfare. Developing services to meet the continuing needs identified

ROCHDALE GATEWAY LEISURE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

Objectives and Activities (continued)

Financial Review

The financial position of the charity as at 5 April 2013 was showing -

	£
Unrestricted funds	293,193
Restricted funds	469,821
Total funds	<u>763,014</u> =====

The principle funding of the charity is mainly from Rochdale Metropolitan Borough Council whose contract is ongoing

The following strategies have been adopted in order to further the company's principal objectives

- 1 Provision of respite care through holidays, activity programmes and a Saturday project to increase the individual's range of experiences and give carers a break
- 2 Provision of day time opportunities (EDI, ALPS, Muskaan and Activities programmes) for people with learning disabilities to participate in a range of activities based on their individual needs and wishes
- 3 Provision of a Short Break Respite Service at Millgate House
- 4 Provision of an Information Service for beneficiaries and their families accessible in format and languages across the borough of Rochdale
- 5 Provision of a project to identify gaps in the current provision of care appropriate to ethnic minorities
- 6 Provision of a community centre for general use by the beneficiaries
- 7 Provision of various educational and leisure / training opportunities
- 8 Provision of social club for adults with learning disabilities
- 9 Provision of café to provide refreshments, meals and buffet service, run by people with learning disabilities and support staff
- 10 Summer activity programme - Sunsport - to provide activities over the summer for young people with disabilities and give carers a break
- 11 Provision of a Carers Support Group for Asian Carers
- 12 Provision of housing related floating support service for people with learning disabilities to ensure people live in residences appropriate to their needs
- 13 Provision of an Outreach Service to provide support in service users' homes or in the community

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

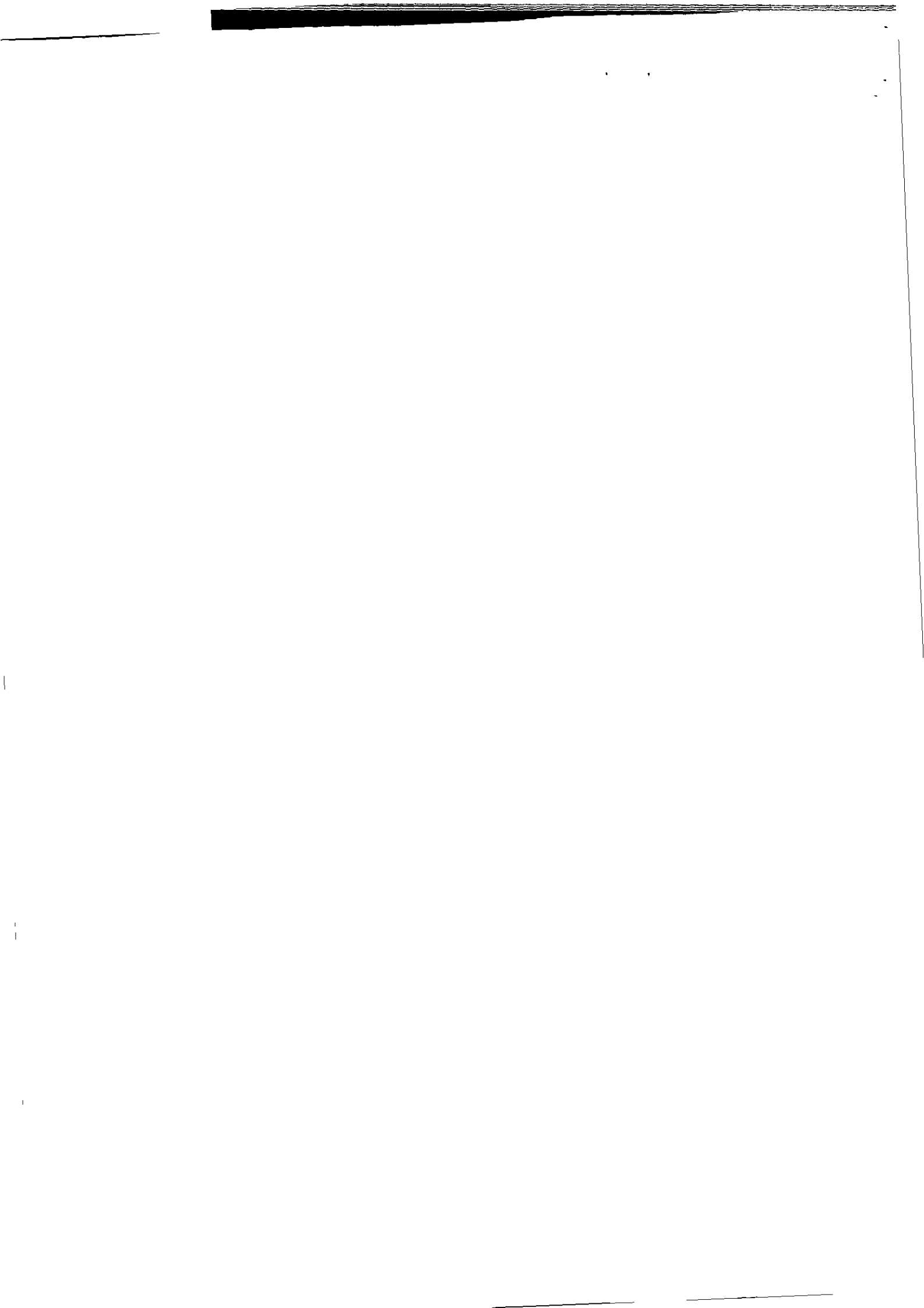
Activities - Main programmes, projects and services

How our activities deliver public benefits

Our main activities and who we try to help are described below. All our charitable activities focus on the assistance of those with learning disabilities and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding limit the services we provide to those resident in the borough of Rochdale. The charity is committed to equal access to its services.



(Continued)

Activities - Main programmes, projects and services (continued)

DAY SERVICES include-

ALPS Group - A day service for adults with learning disabilities, running from Monday to Friday. This group is very active and fills the week with projects, trips out and in house activities. The ALPS Group also provides service users and members of the public with a light stimulation activity, a pottery activity, a music activity and a woodworking activity.

EDI Group - Successfully run small day service, established in 1995, for adults who have profound and multiple disabilities. This service provides individuals with activities and trips out.

INCLUSION SERVICE - Supports people with learning disabilities and their carers from South Asian communities in maintaining their tenancies by ensuring adaptations are carried out or supporting them in finding appropriate accommodation to meet their special needs. This would include benefits advice, bi-lingual support and training, updating statistics and disseminating information gained to service providers and any other relevant people to improve existing services and developing new ones.

The Inclusion Service includes

1 The support of people with their enquiries until results are achieved or until they are self supportive. For anyone with learning disabilities and their carers, professionals and those involved with their support. Supports to ensure people live safely and maintain a good standard of health and lifestyle within their communities.

2 Aashiyana Asian Carers Group - Support Group for Asian Carers caring for someone with a disability. Three carers employed as Support Workers to develop and co-ordinate the group. Meetings held monthly – last Tuesday of the month at the Carers Resource Centre.

3 Muskaan - This service provides day time activities for a group of predominantly Asian Ladies. The success of this project has been recognised and will increase from 3 to 5 days per week for some of the young women, giving them opportunities for new experiences. Work is steered towards the needs identified of the individuals in the group. Excellent liaison with carers, strong foundation based on trust and understanding.

SATURDAY SCHEME - The Saturday Scheme offers a wide range of activities and promotes independence for all Service Users.

HARRY SMITH SOCIAL CLUB - A safe and enjoyable environment for people with learning disabilities to socialise. Funding re-invested into activities and equipment for the Club. Regular attendance of 120 people.

MILLGATE RESPITE SERVICE - A short break, female single-sex respite provision for adults with learning disabilities. Millgate House Respite Service provides a 24 hour staffed short term support service for individuals, over the age of 19, who have a learning disability. The service provides respite to parents/carers who are cared for in their own home, to enable them to maintain their role as carers. There are plans to increase the service from 4 beds to 8 by bringing into service the 2nd floor of Millgate House.

RAINBOWS CAFÉ - Provides a café service and is the 'social hub' of the Gateway Centre. Supports volunteers and workers who have learning disabilities. Rainbows Café receives no funding and is completely self financing.

GENERAL ACTIVITIES - Some activities have been running since we opened in 1992. Activities range from social, fitness, educational and vocational. Fully accessible building, ensures activities open to all.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

Activities - Main programmes, projects and services (continued)

Social or programme related investments

The company is currently looking into the planning and development of an allotment

Each project works within its budget but allows opportunities for development of individuals through activities and individualised schemes

Contribution of Volunteers

Volunteers contribute by providing invaluable support to various projects. These include the Harry Smith Social Club, Rainbows Cafe, Basic Education and Skills training classes and Day services

Achievements and Performance

On the 17th of December 2012 the charity completed 20 years of successful operation

The organisation again ran a successful training week in October at which along side the essential training offered around Protection of Vulnerable Adults, Infection Control, Moving and Handling, & Food Safety. The staff had the opportunity to participate in a team building day which included crown green bowling which was good for morale. Other training throughout the year included Food Hygiene, First Aid, Medication and NVQ's 2 and 3. The achievements of the various projects and the activities that individuals have had the opportunity to be involved in are as below. Apprentices were also taken on by the charity

Review of Activities & Achievements of projects

EDI- the service is presently working to capacity

The group has developed sports, walking and Rebound. With training it now offers these activities to other service users from different services with parts of the projects meeting the Personalisation Agenda. In February 2012 EDI relocated to Lincoln Street in order to absorb an increase in service users following a request from RMBC to take on more individuals at a reduced rate and continues to be based there

ALPS – the service continues to involve parents and carers. The light stimulation room is still situated at ALPS, the service is continuing with projects and activities such as pottery

Inclusion Service- Currently employing 3 people in the roles of an Inclusion Service Manager, Development Worker- Translation & Interpreting, Information Worker and a Development Worker resulting in a 100% enquiry success rate. Unfortunately due to financial constraints, the service is still unable to appoint a Bangladeshi Development Worker

Developed the Ethnic Minority Sub Group as a link to the Partnership Board- to work alongside other service providers. Following a successful review by Supporting People, an Administrative Support Assistant continues to be employed by the Inclusion Service

The Inclusion Service has seen an increase of enquiries to over 100 a month. There is ongoing support, with the encouragement and vision to develop a self management approach by users of the service

The service provides support to make information work for people, and has a good networking, referral and signposting system

Aashiyana Asian Carers Group - 2 Carers Support Workers continue in employment, who are themselves carers. The average attendance at monthly meetings is 30 carers. Activities to impact on carers' health and personal development include a walking group, Reiki sessions and keep fit. Awareness sessions around health, social care, benefits and home improvements continue to be done at the meetings

Muskaan - Day service provision for predominantly Asian Women. Several ladies have done work experience for various companies. The Muskaan Service has been developing the Market Stall to provide employment training and opportunities. The ladies have participated in fund raising for their own projects and other charitable causes. They are also involved in various activities based on their interest and needs. The Muskaan service relocated back to the Gateway Centre in February 2012 in order that EDI could accommodate more service users. Due to this, space is now limited for the Muskaan service, and alternative accommodation is being looked for, but financial restriction continues to limit this

Saturday Respite Scheme currently has approximately 60 people from the age of 8 onwards. Activities are needs based, and once again excellent feedback has been received from carers. The scheme has 3 teenage club sessions, 3 children's sessions and 1 adult session

(Continued)

Achievements and Performance (continued)

The Harry Smith Social Club continues to accommodate on an average 120 plus members, supports 15 volunteers and offers a wide range of activities which includes a disco, live acts, bingo and competitions along with other activities

The Millgate Respite Service has proven successful over the year in providing a Short Break Service. There has been 1 user in residence since November 05. This has allowed other service users - currently only women due to the cultural requirements of the lady already living there. To meet the cultural requirements of the service users and allow the service to be accessible to all, Asian - Punjabi, Mirpuri and Urdu speaking workers, and English speaking workers have been employed. Training including First Aid, Moving and Handling, the Protection of Vulnerable Adults and Medication has taken place, and this has been inclusive for all staff.

Rainbows Café- The café continues to be the 'social hub' of the centre. It supports and allows for volunteers with disabilities to find meaningful employment.

Fundraising events- Various fundraising events have been organised some generating funds for activities within projects. Other charities such as Comic Relief, received funds raised by the Harry Smith Social Club, Sports Relief and Pink Day for cancer relief. Events were also organised jointly by the Aashiyana Asian Carers Group and Muskaan, with support from the other projects. Fundraising continued throughout the year to raise money for a new Millgate minibus.

Employment of disabled people

Volunteers are employed who may have physical or learning disabilities in the Harry Smith Social Club, Rainbows Café, EDI and ALPS.

Training Week

The organisation again ran a successful training week in October at which along side the essential training offered around Protection of Vulnerable Adults, Infection Control, Moving and Handling and Food Safety. The staff had the opportunity to participate in a team building day which involved playing crown green bowls which was good for morale.

Plans for the Future Period

The company is committed to promoting its objectives and supporting appropriate developments for now and in the future. However, provision for possible redundancies remains in place due to the challenging and uncertain financial environment. Reduction in funding by Rochdale Metropolitan Borough Council continues, and the provision of transport is expected to come into question.

The introduction of personal budgets are driving further change, with sessional replacing the more traditional way of costing services.

Rochdale Metropolitan Borough Council has announced its intention to completely remove the Core Grant paid to RGLL, which will place further financial pressure on the charity.

Paula Lidbury

The sad news that Paula Lidbury passed away on 9th October 2013 was received with great sorrow by all at Rochdale Gateway Leisure. Paula was the Chair Person for many years, and always approached the role with great energy and dedication. She will be sadly missed by everyone.

(Continued)

Achievements and Performance (continued)

Plans for the Future Period (continued)

More specifically the plans for the various projects are

ALPS- Plan more projects to involve parents and other service users by having further Open Days Further consultation with families will be conducted with regard to possible alterations to the service if financial cuts are to be handled and if transport to and from the service is affected

EDI- The group will continue to enjoy a variety of activities with an enlarged group following the addition of more service users, and the relocation to Lincoln Street The introduction of a light stimulation is being planned Consultation with families will continue especially in view of further cuts and the possibility of the local authority ceasing to provide transport to and from day services

Inclusion Service - Ensure the Ethnic Minority Sub Group is fully representative Work with Transition Team to ensure young people and carers from South Asian backgrounds are involved To continue to consult with people who use the service if there is a further reduction in funding or alteration of the service

Aashiyana Asian Carers Group - To be independent and carer led Holding outreach sessions in the community to reach more carers Reaching out to other GP surgeries in Rochdale offering a health screening process To continue with a consultation process if there is a further proposed cut in funding

Muskaan - To look for alternative accommodation as space is restricted in the Gateway Centre following the move from Lincoln Street Increasing further the service so giving the same opportunities to other individuals who want to use the service Include families and carers if there is a further proposed reduction in funding of the service

Saturday Respite Scheme - To develop the scheme further to reach under-represented minority communities To look into the possibility of putting on extra sessions, possibly during Saturday evenings

Harry Smith Social Club- To continue to improve people's lives To spend club funds on more activities and opportunities for club members and provide further volunteering opportunities The club is aiming to increase social activity and independence through personalisation

Millgate Short Break Respite Service - To refurbish the second floor at Millgate House in order to expand the service, and possibly provide a service to males To continue to uphold our high standards and flexibility Continue to receive positive reports from Care Quality Commission To look into the possibility of providing a service to people from neighbouring boroughs of Rochdale To provide an outreach service providing respite in individuals own homes

Rainbows Café – To continue with the cafe as it acts as an effective social hub as well as providing food for service users The cafe will aim to maintain the maximum score of 5 for hygiene awarded from RMBC

Outreach - This service is being developed so that support by RGLL can be delivered into service users' homes further embracing the Personalisation Agenda which was discussed during the training week

Rochdale Gateway Leisure Ltd is committed to developing services and meeting the requirements of people with learning disabilities across the Borough of Rochdale It is also a company that has been viewed locally and regionally as a model of good practice in the modernisation of day services agenda Therefore, we are promoting the development of project/ activity based provisions to support the Individualised Budgets that people with learning disabilities will be receiving thus reaching out to more people and allowing them more choice in accessing meaningful facilities The charity has been accepted on to RMBC's Approved Provider List



ROCHDALE GATEWAY LEISURE LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

Statement as to disclosure of information to Auditors

So far as the trustees are aware, there is no relevant audit information (as defined by section 418 of the Companies Act 2006) of which the company's auditors are unaware, and they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information

Auditors

Messrs Wyatt, Morris, Golland Ltd , Chartered Accountants, were appointed auditors to the charity and a resolution proposing their reappointment will be put to the Annual General Meeting

The above report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

This report was approved by the trustees on

Signed on behalf of the
board of directors

S. Ellis
2114

Registered office -

2 Kenion Street,
ROCHDALE,
Lancashire
OL16 1SN



INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ROCHDALE GATEWAY LEISURE LIMITED

We have audited the financial statements of Rochdale Gateway Leisure Limited for the year ended 5 April 2013 on pages 12 to 20. The financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (Effective April 2008).

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 trustees 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 trustee as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

The trustees' (who are also the directors of the charitable company for the purpose of company law) responsibilities for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out on page two.

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

We report to you our opinion as to whether the financial statements give a true and fair view, are properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and are prepared in accordance with the Companies Act 2006. We also report to you whether, in our opinion, the information given in the Report of the Trustees is consistent with those financial statements.

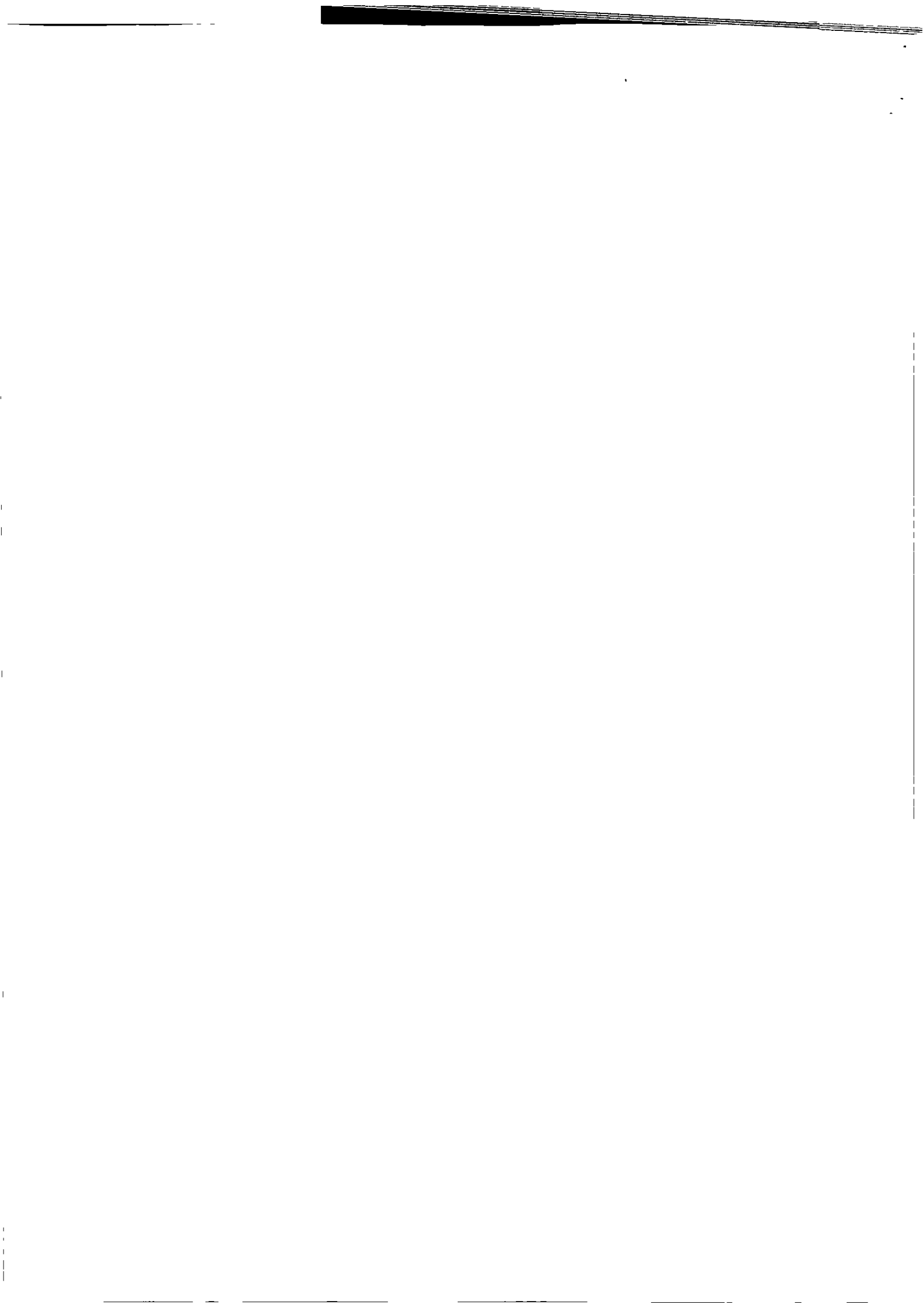
In addition, we report to you if, in our opinion, the charitable company has not kept adequate accounting records, if the charitable company's financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF OUR OPINION

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

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



INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ROCHDALE GATEWAY LEISURE LIMITED

(continued)

OPINION

In our opinion

- the financial statements give a true and fair view of the state of the charitable company's affairs as at 5 April 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- the information given in the Report of the Trustees is consistent with the financial statements

Patricia Richards F C A , D Ch A (Senior Statutory Auditor)
For and on behalf of Wyatt, Morris, Golland Ltd
Park House
200 Drake Street
Rochdale
Lancashire
OL16 1PJ

ROCHDALE GATEWAY LEISURE LIMITED

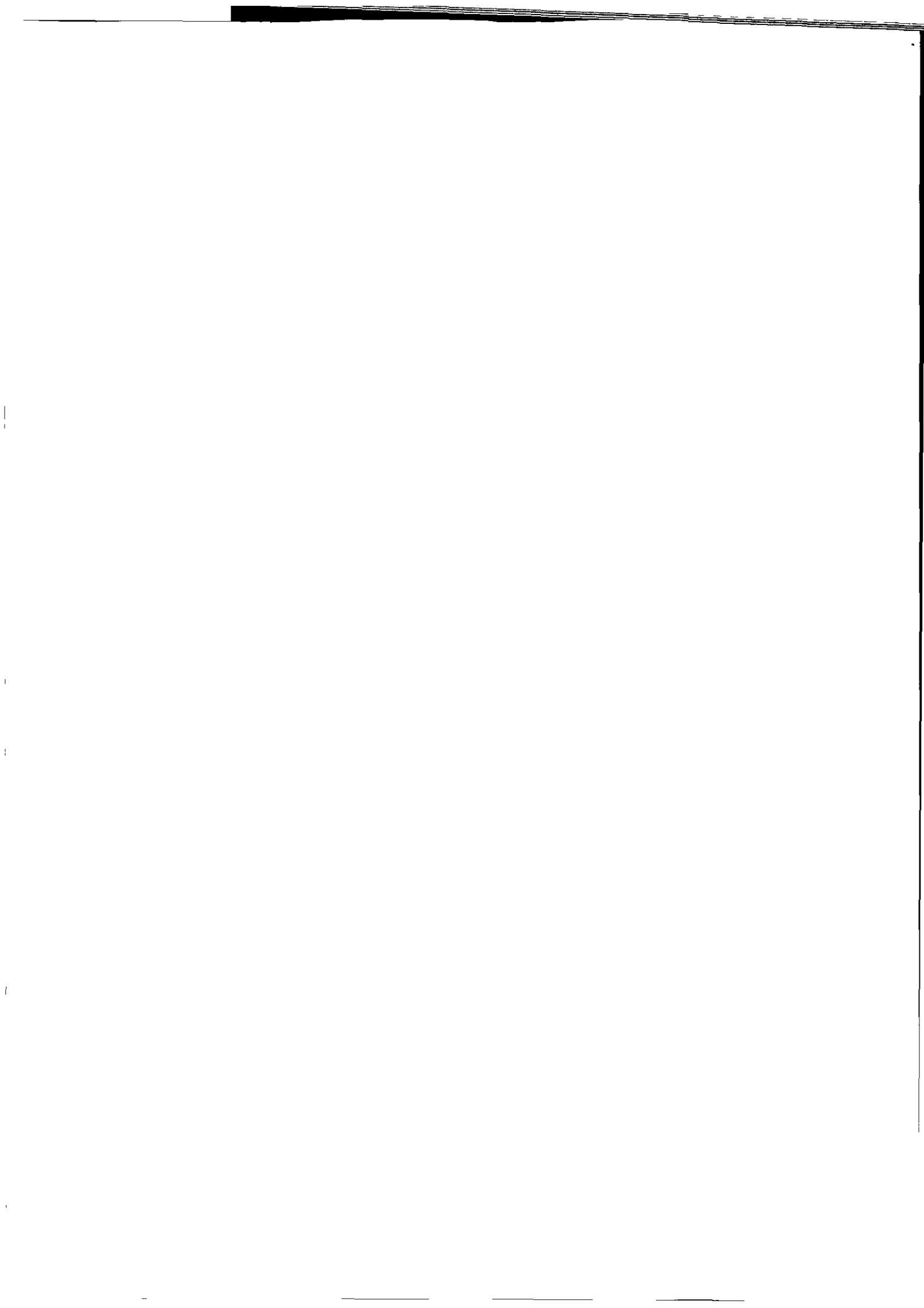
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 5 APRIL 2013

	Notes	Unrestricted funds	Restricted funds	Total funds 2013	Total funds 2012
		£	£	£	£
<u>INCOME AND EXPENDITURE</u>					
<u>Incoming resources -</u>					
Voluntary income	2	-	3,236	3,236	6,239
Activities in furtherance of the charity's objectives	3	300,862	892,846	1,193,708	1,125,158
Income from investments		96	-	96	109
		-----	-----	-----	-----
Total incoming resources		300,958	896,082	1,197,040	1,131,506
<u>Resources expended -</u>					
Charitable activities	4	204,103	809,123	1,013,226	939,043
Governance	5	7,044	-	7,044	6,363
		-----	-----	-----	-----
Total charitable expenditure		211,147	809,123	1,020,270	945,406
		-----	-----	-----	-----
Net incoming resources before transfers		89,811	86,959	176,770	186,100
Transfers between funds		(5,823)	5,823	-	-
		-----	-----	-----	-----
Net income for the year		83,988	92,782	176,770	186,100
Total funds brought forward		209,205	377,039	586,244	400,144
		-----	-----	-----	-----
Total funds carried forward		293,193	469,821	763,014	586,244
		=====	=====	=====	=====

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

All incoming resources and resources expended derive from continuing activities

THE NOTES ON PAGES 14 TO 20 FORM PART OF THESE ACCOUNTS



ROCHDALE GATEWAY LEISURE LIMITED

BALANCE SHEET AS AT 5 APRIL 2013

	<u>Notes</u>	<u>£</u>	<u>2013</u> <u>£</u>	<u>£</u>	<u>2012</u> <u>£</u>
<u>FIXED ASSETS</u>					
Tangible fixed assets	7		169,123		171,679
<u>CURRENT ASSETS</u>					
Debtors	8	133,413		331,484	
Cash at bank and in hand		599,044		196,308	
		732,457		527,792	
<u>CREDITORS</u> - Amounts falling due within one year	9	(92,694)		(52,473)	
<u>NET CURRENT ASSETS</u>			639,763		475,319
Total assets less current liabilities			808,886		646,998
<u>CREDITORS</u> - Amounts falling due after more than one year	10		(45,872)		(60,754)
Net assets	15		763,014		586,244
<u>FUNDED BY -</u>					
<u>Unrestricted funds</u>	12		293,193		209,205
<u>Restricted funds</u>	14		469,821		377,039
			763,014		586,244

The 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 April 2008)

Signed on behalf of the directors

S. Ellis Director - S Ellis

2.1.14.

Approved by the board 2.1.14.

THE NOTES ON PAGES 14 TO 20 FORM PART OF THESE ACCOUNTS

1 ACCOUNTING POLICIES

Basis of accounting

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 follow the recommendations in Accounting and Reporting by Charities Statement of Recommended Practice issued in March 2005, and the Charities Act

Cash flow

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 'Cash flow statements'

Income

The accounts include income on the following basis -

Grants received are credited over the period to which they relate Where grants are not period based but are for a specific purpose they are credited in the year in which the grants are received

Capital grants are included when received and treated as restricted funds

Respite care income, rents and cafe receipts are credited to income when receivable

Donations of non-cash items are included at the directors estimate of the market value

Resources expended

Resources expended are included in the statement of financial activities on an accruals basis, inclusive of any V A T which cannot be recovered

Certain expenditure is directly attributable to specific activities and has been included in those cost categories Certain other costs which are attributable to more than one activity are apportioned across cost categories on the basis of the directors' best estimate

Governance costs are those incurred in connection with constitutional and statutory requirements

Tangible fixed assets

Tangible fixed assets are included in the financial statements at the cost of acquisition

Depreciation is provided, at the following annual rates in order to write off each asset over its estimated useful life -

Freehold property	- 2½% on cost
Improvements to leasehold and freehold premises	- 20% on cost
Fixtures and fittings	- 15% on net book value
Specialised equipment	- 25% on cost
Motor vehicles	- 25% on cost

Taxation

The company is a registered charity and as such is entitled to the exemption from tax to the extent that the income received falls within section 505 I C T A 1988 and section 256 C G T A 1992 and is applied to charitable purposes only

ROCHDALE GATEWAY LEISURE LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2013
(Continued)

1 ACCOUNTING POLICIES (Continued)

Fund accounting

Separate asset accounts are not maintained to represent each fund if a better return is obtained by consolidating the assets. However, there should always be sufficient net assets to represent the total funds and the assets should be readily accessible dependant on the fund involved. The directors intend that where a surplus is generated on unrestricted funds in any year, subject to any designation of the funds, the surplus should increase the general reserves which are available to fund the charity's future requirements should future funding not be available.

Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profit as incurred.

Pensions

Company contributions in respect of personal defined contribution pension schemes are charged to the profit and loss account for the year in which they are payable to the scheme.

2 VOLUNTARY INCOME

	Unrestricted funds	Restricted funds	Total funds 2013	Total funds 2012
	£	£	£	£
Subscriptions, fundraising and donations	-	3,236	3,236	6,239
	=====	=====	=====	=====

3 ACTIVITIES IN FURTHERANCE OF
THE CHARITY'S OBJECTIVES

	Unrestricted funds	Restricted funds	Total funds 2013	Total funds 2012
	£	£	£	£
Grants - Capital	-	-	-	-
Grants - Revenue	47,392	417,988	465,380	433,645
Respite care income	205,763	-	205,763	190,202
Care allowance	5,599	474,858	480,457	435,410
Rents receivable	5,572	-	5,572	5,145
Cafe receipts	22,371	-	22,371	17,873
Pool table, photocopier etc	23	-	23	96
Sundry receipts / income	14,142	-	14,142	42,787
	300,862	892,846	1,193,708	1,125,158
	=====	=====	=====	=====

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2013
(Continued)

4 CHARITABLE ACTIVITIES

	Staff costs	Depreciation	Other costs	Total funds <u>2013</u>	Total funds <u>2012</u>
	£	£	£	£	£
Provision of respite care and activities	809,697	17,689	185,840	1,013,226	939,043
	=====	=====	=====	=====	=====
				Total funds <u>2013</u>	Total funds <u>2012</u>
				£	£
Other costs -					
Activity costs				75,933	37,655
Property related costs				76,587	60,415
Administrative costs				27,678	29,925
General costs				5,642	5,906
				-----	-----
				185,840	133,901
				=====	=====

5 GOVERNANCE

	Total funds <u>2013</u>	Total funds <u>2012</u>
	£	£
Audit fees	7,044	6,363
	=====	=====

6 STAFF COSTS

	<u>2013</u>	<u>2012</u>
	£	£
Wages and salaries	745,827	724,964
Social security costs	57,913	56,651
Pension costs	5,957	6,267
	-----	-----
	809,697	787,882
	=====	=====

No employee earned £60,000 per annum or more

The average number of employees, during the year was 50 (2012 - 49)

The trustees receive no remuneration from the company and reimbursed expenses amounted to £nil

ROCHDALE GATEWAY LEISURE LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2013
(Continued)

7 TANGIBLE FIXED ASSETS

	<u>Freehold property</u>	<u>Leasehold property improvements</u>	<u>Fixtures and fittings</u>	<u>Equipment</u>	<u>Motor Vehicles</u>	<u>Total</u>
	£	£	£	£	£	£
<u>Cost</u>						
At 6 April 2012	180,132	21,505	35,519	117,434	31,136	385,726
Additions	7,641	-	-	2,169	5,323	15,133
Disposals	-	-	-	(915)	-	(915)
	-----	-----	-----	-----	-----	-----
At 5 April 2013	187,773	21,505	35,519	118,688	36,459	399,944
	-----	-----	-----	-----	-----	-----
<u>Depreciation</u>						
At 6 April 2012	40,590	21,505	23,531	107,343	21,078	214,047
Charge for the year	6,038	-	1,798	4,938	4,915	17,689
Disposals	-	-	-	(915)	-	(915)
	-----	-----	-----	-----	-----	-----
At 5 April 2013	46,628	21,505	25,329	111,366	25,993	230,821
	-----	-----	-----	-----	-----	-----
<u>Net book values</u>						
At 5 April 2013	141,145	-	10,190	7,322	10,466	169,123
	=====	=====	=====	=====	=====	=====
At 5 April 2012	139,542	-	11,988	10,091	10,058	171,679
	=====	=====	=====	=====	=====	=====

The company has a licence to occupy a property owned by Rochdale Metropolitan Borough Council provided it continues to use the property in furtherance of its charitable objectives

8 DEBTORS

	<u>2013</u>	<u>2012</u>
	£	£
Trade debtors	118,161	251,994
Prepayments and accrued income	15,252	79,490
	-----	-----
	133,413	331,484
	=====	=====

9 CREDITORS - Amounts falling due
within one year

	<u>2013</u>	<u>2012</u>
	£	£
Accruals and income in advance	78,167	38,302
Bank loan (See Note 11)	14,527	14,171
	-----	-----
	92,694	52,473
	=====	=====

ROCHDALE GATEWAY LEISURE LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2013
(Continued)

10	<u>CREDITORS – Amounts falling due after more than one year</u>	<u>2013</u>	<u>2012</u>
		£	£
	Bank loan (see Note 11)	60,399	74,925
	Less amount falling due within one year	(14,527)	(14,171)
		45,872	60,754
		=====	=====

A bank loan was obtained in May 2003 to finance, in part, the acquisition of Millgate House, a property located in Whitworth. The loan is secured on premises owned by the company and is repayable over a sixteen year period.

11 LOANS

An analysis of the maturity of the bank loan of £60,399 is given below -

	<u>2013</u>	<u>2012</u>
	£	£
Amounts falling due within one year -		
Bank loan (see Note 9)	14,527	14,171
	=====	=====
Amounts falling due between one year and two years -		
Bank loan (1-2 years)	29,054	28,338
	=====	=====
Amounts falling due between two and five years -		
Bank loans (2-5 years)	16,818	32,416
	=====	=====

12 UNRESTRICTED FUNDS

	Balance brought forward <u>06/04/12</u>	Movement in the <u>year</u>	<u>Transfer</u>	Balance carried forward <u>05/04/13</u>
	£	£	£	£
General reserve	170,005	89,811	(5,823)	253,993
Designated reserve (Note 13)	39,200	-	-	39,200
	209,205	89,911	(5,823)	293,193
	=====	=====	=====	=====

The transfer relates to funds raised on 2012 for the purchase of a minibus which should have been identified as a restricted fund.

13 DESIGNATED RESERVES

The directors decided to transfer reserves from unrestricted funds to specific designated reserves in 2011. These reserves will remain available to meet the costs of redundancy should fundamental funding be withdrawn.

ROCHDALE GATEWAY LEISURE LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

14 RESTRICTED FUNDS

	Balance at <u>06/04/12</u>	- Movement in the year -		Balance at <u>Transfer</u>	05/04/13
	£	£	£	£	£
		<u>Incoming</u>	<u>Outgoing</u>		
Special care (EDI)	66,231	250,258	(209,614)	-	106,875
ALPS	82,559	224,600	(220,366)	-	86,793
Voluntary services	443	-	(-)	-	443
Inclusion project	30,641	104,676	(95,356)	-	39,961
Muskaan and Single Sex	102,914	258,052	(239,743)	-	121,223
Aashiyana	22,778	19,097	(19,306)	-	22,569
ROPE	1,336	-	(-)	-	1,336
Other day services	1,884	-	(-)	-	1,884
Respite holidays and other activity programmes	-	3,002	(2,389)	-	613
Saturday project	12,183	33,161	(21,279)	-	24,065
Capital grant	1,070	-	(1,070)	-	-
Minibus fund	-	3,236	-	5,823	9,059
Allocated transfers					
Special care (EDI)	14,000	-	(-)	-	14,000
ALPS	20,000	-	(-)	-	20,000
Inclusion project	13,000	-	(-)	-	13,000
Muskaan	8,000	-	(-)	-	8,000
	<u>377,039</u>	<u>896,082</u>	<u>(809,123)</u>	<u>5,823</u>	<u>469,821</u>
	=====	=====	=====	=====	=====

EDI, ALPS and other activity programmes provide day time opportunities for young people with learning disabilities including education, training, leisure and social inclusive opportunities. Funding has been provided by Rochdale M B C through both funding and service agreements.

The Voluntary Service provided volunteering opportunities for people with learning disabilities and provided opportunities for those wishing to volunteer within disability services including 2's company and 1 to 1 friendship service. The service has currently been suspended due to a lack of specific funding.

The Inclusion Project has been set up as a result of research into the needs of people with learning disabilities and their families within the South Asian Community. The service continues to research and develop projects, which to date include Aashiyana Carers Group, Muskaan (formerly Single Sex Service) and the Information Service. Funding for these projects comes from grants via Supporting People, the Learning Disabilities Partnership Board, European Union (through the Carers Resource) and Carers Special Grant.

Muskaan is a pilot project set up in response to the need for a culturally sensitive, secure gender respite care service for adult women from South Asian communities funded by Rochdale Metropolitan Borough Council via a carers grant.

Aashiyana Asian Carers Group is a support group for Asian carers of people with disabilities which meets once a month to exchange information, involving carers in activities and offer training. The group is funded by the Carers Resource Centre (E R D F) funding.

ROPE is an urban based outdoor activity service. Qualified and experienced individuals are employed to develop the service and offer opportunities for people with learning disabilities, for example climbing, abseiling, walking, sports sessions etc.

The Saturday project provides weekend respite care for the full-time carers of children with learning disabilities. Funding is provided by Rochdale Metropolitan Borough Council, carers grant.

ROCHDALE GATEWAY LEISURE LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

14 RESTRICTED FUNDS (continued)

Capital Grant Income of £4,278 was receivable in 2009/2010 from Community Cohesion Scheme and financed the purchase of four laptop computers and a pool table. Income was received in 2007/2008 from the Rochdale Disability Sports & Leisure Forum for £2,475 to finance the purchase of a trampoline for the 'Bounce' Project. The grants are written off over the life of the related fixed asset.

Minibus fund – relates to funds being received to purchase a new minibus.

Allocated transfers -

The directors have considered it prudent to identify a part of certain projects restricted funds to provide for redundancy costs should the project be unable to obtain further funding. This allocation is still within the purposes of the funding.

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<u>Tangible fixed assets</u> £	<u>Net current assets/(liabilities)</u> £	<u>Long term liabilities</u> £	<u>Total funds</u> £
Restricted funds	-	469,821	-	469,821
Unrestricted funds	169,123	169,942	(45,872)	293,193
	<u>169,123</u>	<u>639,763</u>	<u>(45,872)</u>	<u>763,014</u>
	=====	=====	=====	=====

16 CONTINGENT LIABILITIES

There are no contingent liabilities of a material amount for which provision has not been made in the accounts.

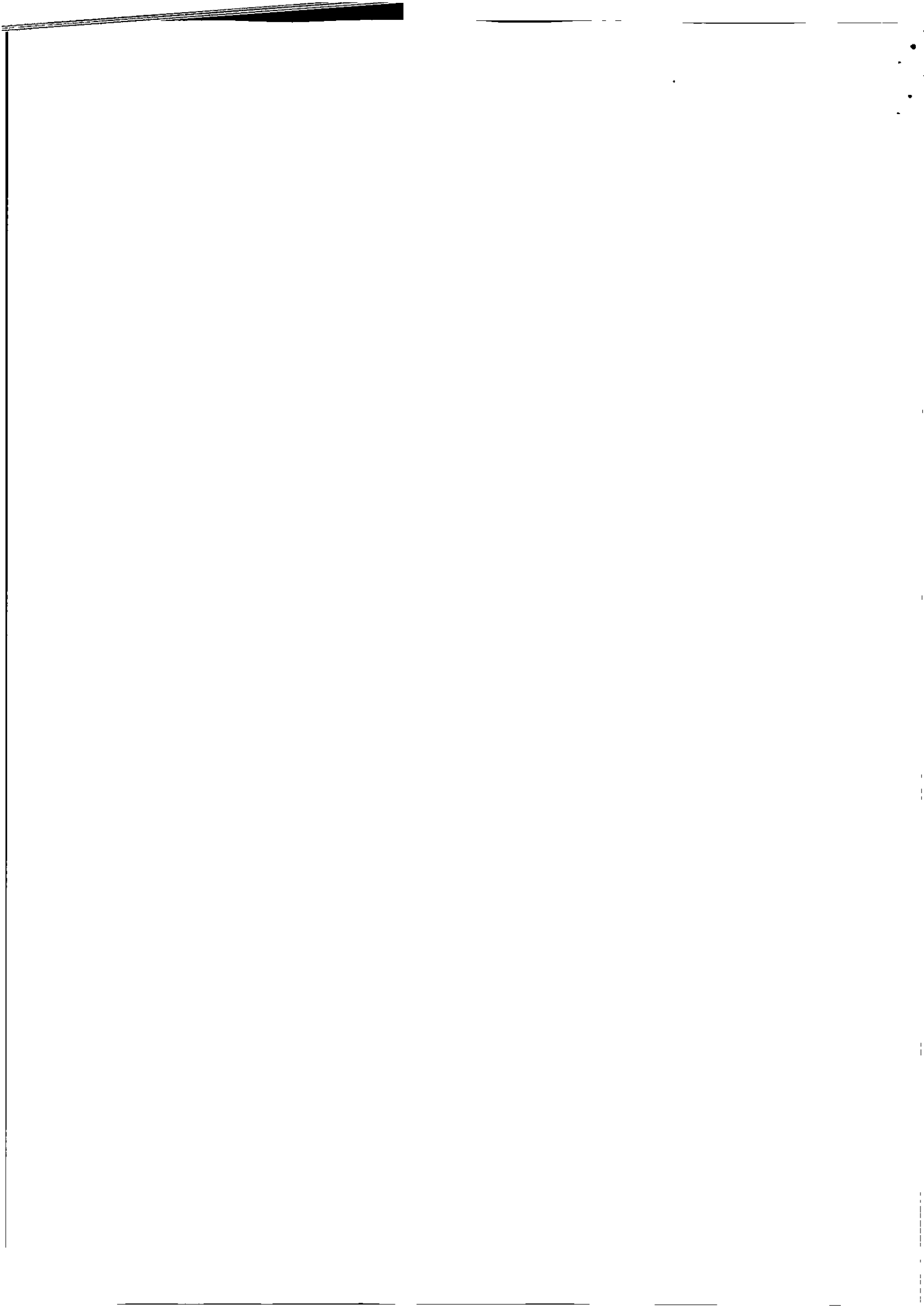
17 COMMITMENTS

Capital commitments

There were no capital commitments at 5 April 2013 (2012 - £NIL)

Pension commitments

The company operates defined contribution pension schemes. The assets of the schemes are held separately from those of the company in independently administered funds. The pension cost charge represents contributions payable by the company to the fund and amounted to £5,572 (2012 - £6,267)



ROCHDALE GATEWAY LEISURE LIMITED

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 5 APRIL 2013

	<u>£</u>	<u>2013</u> <u>£</u>	<u>£</u>	<u>2012</u> <u>£</u>
<u>INCOME</u>				
<u>Local authority, health authority and others grants and allowances -</u>				
Core grant	26,905		48,523	
Day care	5,599		11,009	
Special care - EDI	250,258		177,382	
ALPS	222,473		247,019	
Activity programmes	15,784		26,155	
Inclusion project	104,676		101,982	
Single Sex	23,052		23,052	
Saturday project	33,161		20,199	
ROPE	-		-	
Muskaan	234,999		190,164	
Aashiyana	19,097		23,570	
Outreach	9,833		-	
	<hr/>	945,837	<hr/>	869,055
<u>Other income -</u>				
Respite care income	205,763		190,202	
Rents receivable	5,572		5,145	
Cafe receipts	22,371		17,873	
Photocopier, pool table, telephone and machine receipts	23		96	
Donations, fundraising and subscriptions	3,236		6,239	
Bank interest receivable	96		109	
Sundry receipts	14,142		42,787	
	<hr/>	251,203	<hr/>	262,451
Total income		<hr/> 1,197,040		<hr/> 1,131,506
<u>EXPENDITURE</u>				
<u>Charitable activities -</u>				
Salaries and related costs	809,697		787,882	
Depreciation	17,689		17,260	
Activity costs	75,933		37,655	
Property related costs	76,587		60,415	
Administration costs	27,678		29,925	
Other costs	5,642		5,906	
	<hr/>	1,013,226	<hr/>	939,043
<u>Governance costs -</u>				
Audit fee	7,044		6,363	
	<hr/>	7,044	<hr/>	6,363
Total expenditure		<hr/> 1,020,270		<hr/> 945,406
Net income for the year		<hr/> 176,770 <hr/> =====		<hr/> 186,100 <hr/> =====

THIS PAGE DOES NOT FORM PART OF THE STATUTORY ACCOUNTS

ROCHDALE GATEWAY LEISURE LIMITED

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 5 APRIL 2013

(Continued)

	<u>2013</u>	<u>2012</u>
	£	£
<u>Schedule of expenditure</u>		
<u>Activity costs -</u>		
Catering costs	11,386	28,506
Hygiene	13,967	11,892
Hydro / aromatherapy	2,730	2,745
Materials/activities and sundry equipment	10,615	10,926
Third party service charge	-	-
Doubtful debt recovered	-	(33,585)
Motor expenses	19,559	10,918
Loss on sale of motor vehicle	-	694
Travel costs	17,676	5,559
	75,933	37,655
<u>Property related costs -</u>		
Rent	6,872	5,973
Rates	2,751	2,651
Heat, light and water	28,264	21,396
Cleaning and security	6,007	14,973
Repairs and maintenance	30,363	12,827
Interest and charges	2,330	2,595
	76,587	60,415
<u>Administrative costs</u>		
Publicity, postage and stationery	5,802	5,225
Telephone	4,597	5,178
Insurance	3,489	7,966
Training and subscriptions	4,169	5,730
Professional fees	9,621	4,246
Recruitment	-	1,580
	27,678	29,925
<u>Other costs -</u>		
Sundry expenses	5,642	5,906
	5,642	5,906
<u>Governance costs -</u>		
Audit fee	6,294	5,544
Under provision in previous year	750	819
	7,044	6,363

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