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**Charity Registration No. 1025967**  
**Company Registration No. 02818814 (England and Wales)**

**EACH Counselling and Support**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**TRUSTEES' ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**EACH Counselling and Support**  
**(A COMPANY LIMITED BY GUARANTEE)**  
LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Stephen Eckles Dr Zenobia Nadirshaw (MBE) Shaheen Dar Dr Oluwaseun Adebambo Renoop Purewal Rose Buckley Ricardo Scipio	Chair Vice Chair Treasurer Trustee Trustee Trustee Trustee
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**Chief Executive and  
Company Secretary** Lakhvir Randhawa

**Charity number:** 1025967 (England and Wales)

**Company number** 02818814 (England and Wales)

**Principal address and  
Registered Office** 4<sup>th</sup> Floor  
84 Uxbridge Road  
West Ealing  
W13 8RA

**Auditors** Kingston Burrowes Audit Ltd  
308 Ewell Road  
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Surrey  
KT6 7AL

**Bankers** National Westminster Bank Plc  
275-277 High Street  
Hounslow  
Middlesex  
TW3 1ZA

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Pentland House  
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2 Putney Hill  
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SW15 6AB

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# **EACH Counselling and Support** **(A COMPANY LIMITED BY GUARANTEE)**

TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their report, which also contains the Directors' report as required by company law, and accounts for year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Companies Act 2006 and the requirements of: Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **OVERVIEW**

EACH recognises that a range of services and approaches are essential to engage individuals and families who are affected by problems arising from substance misuse, domestic violence and mental health issues, particularly those individuals and groups who are vulnerable, marginalised and hard to reach.

EACH's services are offered within a holistic approach that is culturally sensitive and person centred to reflect the individual, multiple and diverse needs of our service users.

The main services that are undertaken to further our charitable purpose for the public benefit, accessible to individuals of all ages and all communities are the following:

### ***Substance misuse services in the community***

Structured therapeutic interventions, both brief and long term which follow a client-centred and goal-oriented approach to enable individuals to address their substance misuse and mental health issues, are provided through our Life Therapies social enterprise, Project Jasmine for women, and young people's services. Counselling is delivered in a number of community languages, including Hindi, Urdu, Gujarati, Polish, Punjabi, and Tamil and helps service users work towards their goals.

Abstinence based programmes are undertaken for those individuals wishing to maintain and achieve abstinence. Structured psycho-educational groups on relapse prevention, managing emotions, and better health are made available to assist those contemplating change and to help individuals in their recovery.

Volunteering opportunities to enable service users to build their confidence and skills through voluntary work placements in the organisation and through a Peer Volunteering support programme. This helps service users make positive life style changes and sustain their commitment to change and reintegrate back into the community.

Generic and specialist family support, mental health, and substance misuse floating support services provide support to people at risk of losing their homes and to help maintain their tenancies, including through a Housing First approach. This work is undertaken through a combination of home-visits by staff who support service users with life skills such as budgeting, cooking, understanding benefits, helping them access treatment and employment, education and training including other community-based provision.

### ***Mental health services***

Support to people in recovery is provided through targeted counselling and support services to the BAME communities, including through trauma-based support for the Tamil community in Hillingdon, through a user-led resource centre in Hounslow, and an out of hospital floating support service in Ealing and support for people with dual diagnosis. A peer led mental health service in Ealing (STEPS) and hub-based work in Hounslow provides signposting within the community and space for people with lived experience to promote wellbeing.

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Additional services for refugees and asylum seekers were provided this year, enhancing support on mental health.

### ***Services for women***

EACH's women-only services have continued to be provided within a holistic approach to address their multiple and interconnected issues relating to mental health, substance misuse and domestic violence and abuse. Services include specialist domestic violence counselling and support service for victims and survivors, a specialist BAME IDVA in Hounslow, and for women with multiple needs and women-only support groups. Support is provided to women in 3 short-term domestic abuse units, helping them to deal with the impact of domestic abuse and develop move on strategies.

Aftercare and move on is delivered via an integrated model of counselling and recovery, and as part of a London-wide partnership (CASA Project), enabling women to re-integrate and re-establish themselves through emotional and physical safety.

### **Services for young people and families**

For young people from the age of 11 years a range of interventions are provided. These include motivational support, cognitive behaviour therapy, counselling, advice and information on harm reduction and the associated risks of substance misuse and gang involvement, as well as group-based activities and workshops on anger management, offending behaviour, and knife and gun crime.

Support is provided to parents to develop more positive relationships with their children as well as their own resilience. Activities are delivered as part of Brent Council's children and family's provision, as well as within the wider community and in collaboration with other young people's services and professionals.

Additionally, support for young people on mental health to prevent crisis is provided as part of the Accelerated Support Team based at Brent Council, to reduce escalation and prevent referrals to CAMHs.

Young people impacted by domestic abuse are supported through counselling within our wider services for women, helping them to process their emotions and understanding.

### **Counselling trainees**

Placements are provided and supervised to enable trainees to gain on the job experience as part of their training; this provides them with the opportunity to work within a counselling organisation and work with vulnerable people in real life situations.

### **Structure, governance and management**

#### **Board of Trustees (Directors)**

The Board of Trustees comprises of 7 members, who give their time voluntarily and are responsible for the governance, performance monitoring and strategic direction of the organisation. The Board meets 6 times a year to review and monitor the work. The Trustees are members of EACH. Board members come from diverse professional backgrounds and have expertise at a senior level in relevant areas such as financial management and accountancy, business strategy and organisational development, health and social care, clinical governance, housing and communications. If there have been any changes in trustees since the end of the year, these should also be reflected in the list presented.

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The day to day running of the charity rests with the Chief Executive who is supported by members of the Executive Management Team. Responsibility to review the management accounts and annual accounts and resources of the organisation is delegated to the Finance and Resource Subcommittee which reports to the Board. There are three additional sub-committees covering Quality Governance, Policy & HR and a Service User sub-committee.

The Trustees who served during the year and up to the date of signing of the accounts were:

Stephen Eckles	Chair
Dr Zenobia Nadirshaw (MBE)	Vice Chair
Shaheen Dar	Treasurer
Rosie Buckley	Trustee
Dr Oluwaseun Adebambo	Trustee
Renoop Purewal	Trustee
Ricardo Scipio	Trustee
Raj Boyjoonauth	Trustee (Appointed 13 <sup>th</sup> July 2024)

## **Recruitment and Appointment of the Board of Trustees**

The Trustees are also Directors of the Charity for the purposes of company 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 Trustees are elected to serve for a period of three years after which they must stand down and have the option of being re-elected at the Annual General Meeting. They receive no benefits from the charity.

Due to the nature of work that the organisation is involved in and the communities that it serves, the Board seeks to ensure that the experiences and needs of its service users are appropriately reflected through the diversity, experience and skills of its board members.

The organisation operates an open recruitment process advertising in the Guardian newspaper. Prospective candidates are asked to provide their CV and a letter expressing interest. An information pack outlining the organisation's Strategic Plan, roles and responsibilities of board members and a copy of the annual report is provided to ensure full understanding of the organisation's work. An interview panel comprising of three board members including the Chairperson selects prospective candidates. They are invited to attend a full board meeting as an observer before they make a commitment.

## **Changes to the Board of Trustees**

Leckraz Boyjoonauth who had previously served on the board was appointed as a member in July 2024.

## **Induction and Training of Trustees**

Board members are inducted and familiarised with the aims and objectives of the Charity through a comprehensive induction which covers the following areas:

- Role and responsibilities of Trustees.
- Operational framework for the Charity including the Memorandum and Articles.
- Risk Management.
- The current financial position of the Charity as set out in the latest published accounts.
- Future plans and objectives as set out in the 3-year Strategic Plan.

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In addition, members participate in open days, project launches and training events covering a number of topics related to EACH's work and its operational functions. Along with the Senior Management Team, Board members meet once a year for a separate strategic planning and review day.

### **Evaluation and performance monitoring**

Trustees are responsible for ensuring that EACH meets its overall strategic aims and objectives as set out in the three-year Strategic Plan; reviewing annual performance and effectiveness; assessing, reviewing and monitoring risk, ensuring quality standards and meeting requirements of Company Law, Charities Commission regulations and other legal obligations.

There are four sub-committees – Finance and Resource, Quality Governance, Policy & HR and a Service User sub-committee. The Finance and Resource sub-committee sets and reviews the annual budget, reviews monthly management accounts, oversees risk management issues, allocates and oversees resources and meets all financial requirements as per the financial policy and procedures. The Quality Governance sub-committee reviews quality standards to ensure compliance with best practice, clinical governance, health and safety, and oversees regular audits. The Policy and HR sub-committee is responsible for reviewing policies and procedures, work force development, and staffing. The Service User sub-committee was reviewed and closer work with EACH's peer-led projects initiated to attract service user involvement and representation within governance structures. All committees make recommendations to the board and implement work plans as delegated by the Board.

### **Senior Leadership Team**

The Senior Leadership Team (SLT) comprise the Chief Executive, Deputy Chief Executive and Finance & Resources Director. The SMT are responsible for delivering the three-year Strategic Plan and priorities which underpin and inform the key operational activities of EACH. The Operational Management Team consists of the Operations Manager, Services Managers, Senior Counsellor and Project Manager/Co-ordinators, meeting bi-monthly to ensure the effective delivery and provision of all services as per the requirements of funders and commissioners. The Strategic Plan is reviewed annually by the Trustees and the Senior Management Team.

The charity operates from the head office in Ealing and three other branches in Harrow, Brent, and Hounslow and additionally through satellite provision.

### **Staff**

EACH has a diverse workforce employing 37.40 full time equivalent staff members, with a range of experience, knowledge and skills. The organisation is committed to ensuring that staff have the opportunity to develop their skills and competencies through training, peer support and access to other learning opportunities such as through attending conferences, workshops and participating in forums in their areas of work.

The charity is grateful to its staff for their hard work and commitment towards the excellent service that was provided over the year during challenging circumstances posed by the coronavirus pandemic.

### **Volunteers**

The organisation supported 41 volunteers. Volunteers contributed 3,932 hours to the charity over the last year through counselling and peer support. Volunteers' contribution is equivalent of £56,366 to the charity based on £14.72/hour counselling hours and £13.35/hour for admin, key working and peer supports.

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The charity would also like to extend special thanks to all volunteers who have contributed significantly throughout the year.

## **Key Management Personnel**

1. Lakhvir Randhawa – Chief Executive
2. Clarissa Stoneman – Deputy Chief Executive (took up secondment 1 January 2022 at Lloyds Foundation, returned 1 January 2024)
3. Siobhan Peters – Secondment cover, Deputy Chief Executive (resigned 31 October 2024)
4. Femi Adebajo - Finance & Resources Director

## **Objectives and activities**

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

- Relieve mental or physical stress, or illness from alcohol related or other problems of individuals and their families, in particular those from ethnic minorities, through the provision of education, advice and counselling,

Our aim which is carried out for the public benefit is:

To be the leader in the development and provision of inclusive services that empower and meet the needs of individuals and families from diverse communities affected by drugs and alcohol misuse, mental health and domestic violence concerns.

## **Public Benefit**

The trustees confirm they have referred to the Charity Commission guidance on public benefit.

Our activities deliver public benefits by:

- Providing quality and effective treatment to enhance positive outcomes for service users
- Developing services targeting socially excluded groups, particularly BMER (Black, Asian, Minority Ethnic and Refugee) communities, young people and women
- Promoting and highlighting best practice
- Empowering service users to realise their potential and maximise the opportunities available to them to do so
- Developing a skilled and competent workforce

Ensuring a robust organisation able to grow and change to meet the challenges of the future.

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## **Criteria for measuring success**

The following are the criteria used by the charity to measure success of projects or any activity engaged in during the year:

1. The Key performance indicators (KPIs')-
  - KPIs established at the commencement of the project between the funder and EACH (quantity, quality, scope, time frame and safety standards etc).
  - Data monitoring system deployed to gather quantitative and qualitative data that can be used for continuous improvements and future funding applications.
2. Acceptability and satisfaction –
  - Clients' satisfaction measured through service users' consultations and feedback. The feedback gathered can be used to help shape future policy shifts or influence securing future funding for the same or related projects.
  - Staff satisfaction and good team working measured from responses from staff during appraisals and management supervisions.
  - Implication of the project on EACH's reputation.
3. Sustainability – Assessed based on ability to deliver within set budgets.
4. Organisational objectives –
  - Alignment of the project with the charity's business plan and values.
  - How the project can reaffirm EACH's unique selling point (USP).

## **Risk Identification**

Risk Management is conducted at a strategic and operational level. The Board reviews EACH's Risk Management document annually to identify, prevent or reduce the impact and likelihood of identified risks as reported by the Finance and Resource sub-committee. Where risks have been identified, contingency plans are in place to mitigate them. "The Risk Management document", which incorporates the key areas that have to be addressed which includes organisational risks (dealing with vulnerable clients), financial risks (contracts, economic climate, organisational sustainability, commissioning and funding changes), employer's risks (health and safety for staff, service users and the public), meeting legal and other statutory requirements; reputational risks (complaints, organisational effectiveness, service delivery).

The organisation adheres to the NICE Clinical guidelines which provide a robust framework to meet clinical standards as the basis of our work. The continuing review of policies and operating procedures, implementation of the Drugs and Alcohol National Occupational Standards (DANOS), adoption of the QuADS (Quality Assurance for Drugs and Alcohol) and the QAF (Quality Assurance Framework), BACP requirements ensure a consistent quality of delivery for all operational aspects of the charity.

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### **Achievements and Performance in 2023 – 2024**

#### ***Service Users Engaged in EACH's Counselling and Support Services***

During the year EACH supported a total of 1,959 service users, out of whom 1,385 were seen in structured interventions, and the remaining 574 as one-off sessions in outreach settings, the latter reflecting an increase in outward facing services led by peer-volunteers and support delivered through community hubs and places, such as libraries.

26% of clients in our services were male, with females comprising 74%; this profile has increased considerably from 63% last year due to specialist services and provision on domestic abuse for women and their children. 72% compared to 74% the previous year were from BAME (Black, Asian and Minority Ethnic) communities, reflecting the organisation's reach; this remains steady around this mark with previous years' profile. The proportion of people of mixed heritage represented 12% overall (compared to 10% in previous year) of our clients, whilst Asian represented 33% overall, Black represented 22%, White 28% and Middle Eastern 6% highlighting the wide reach of services and changing demographics locally. Within the Asian demographic, Indian represented 15% overall of EACH's clients, within the Black profile, clients of Caribbean origin made up 10% whilst within the White demographic, the majority were White British (15%).

Of the total number of 359 males, the most significant presentation at 46% was to our Housing Related Services in Brent, Harrow and Ealing, including specialist provision on mental health, dual diagnosis and substance misuse, and for people with street lifestyles. Mental health presentations by male clients accounted for 27% through counselling specifically for BAMEs and peer-led work, Substance Misuse 21%, this primarily through the Youth Offending Service in Brent supporting both young people and their parents/carers, and 3% were young males supported through counselling on domestic abuse.

Of the 1,020 women who accessed our services, a significant proportion (60%) did so due to domestic violence and abuse and related issues, including as part of our specialist provision within women's refuges and safe accommodation, and to address inter-related, complex needs of substance misuse, mental health and domestic violence. This was an a very slight decrease by 1% from the previous year. 83 women accessed our drug and alcohol services, with 96% doing so within the Youth Offending Service as a young person with substance misuse related offending or as parent impacted by or concerned about substance use of a young person. 18% of women were supported in our Housing Related Services in Ealing, Brent and Harrow, and 14% within mental health provision.

9217 counselling sessions and 5989 key working support sessions were delivered to service users, the former an increase due to expansion of counselling provision. 290 group sessions, including workshops, were delivered for 51 participants, and 281 community outreach sessions to inform, educate and engage service users provided, with the latter providing single sessions or short interventions to 574 people.

430 clients were seen at satellites within the wider community through co-locations and satellites. The majority of clients, 51%, seen were aged 30 to 49, with 16% aged 18-29, 15% between 50 and 59, and 7% aged 60 plus; young people aged 17 or under were mainly supported as part of our young people's services in Brent, addressing substance misuse and mental health with 10% of all service users being seen in these.

#### ***Drugs & Alcohol services***

##### ***Support to Life Therapies - Structured Day Programme and counselling***

The abstinence-based programme and counselling delivered as part of our Social Enterprise (Life Therapies) was delivered in Ealing and Brent through a mixture of spot purchasing by local authorities, such as to support

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Polish rough sleepers in Ealing, self-funding by individuals and block purchasing by other organisations. This was accessed by 10 people seeking to address in particular their alcohol and drug issues and mental health concerns.

### ***Young people – Brent***

EACH's work with young people further consolidated this year with services supporting them on substance misuse, mental health and social exclusion; 189 referrals were received, with 105 young people aged 17 and under were supported, in addition to 81 adults as part of the youth offending provision.

Support was provided through family/home visits and online, with activities comprising one to one individual support, including key-working and structured counselling, group work, and peer-based activities. The majority were from BAME communities (56%), and White backgrounds (32%), and females represented 54% of all seen due to the support for adults within the youth offending service.

### ***Floating support services – Substance Misuse, Mental Health, Women and Families, Ex-Offenders and Generic***

The Floating Support Services in Brent, Harrow and Ealing supported a total of 353 clients across mental health, generic, women and families, and substance misuse/ex-offender clients; this was less than previous year of 557 due to the wind down of Brent Reach at the end of June. More women were supported, at 53% of total, and 2,719 keyworking sessions delivered. In addition to the Floating support services, 33 women were supported through long-term resettlement across London and at short term domestic abuse units, delivering 1210 sessions.

### ***Services for Women***

#### ***Ascent Project - pan London VAWG services***

EACH has continued to deliver its specialist VAWG services under Ascent, a project of the London VAWG (Violence against Women and Girls) consortium established in April 2013. The latter is made up of approx. 30 organisations, funded by London Councils to deliver a range of services for survivors of domestic and sexual violence. EACH delivered counselling and group work under the Advice and Counselling strand of Ascent in 8 boroughs – Brent, Hounslow, Harrow, Hillingdon, Kingston, Richmond, Merton and Wandsworth. Over the year, across the 8 boroughs, 214 women affected by sexual violence and abuse were provided with specialist counselling and support, with 2711 counselling sessions delivered.

#### ***Awaaz – Counselling for BAME women and young people***

Funding from MOPAC enabled 158 women recovering from domestic abuse to be supported, as well as 10 young people impacted by it. Working across NW London, it delivered 1383 counselling sessions to women and 144 to young people.

#### ***Project Jasmine – complex needs service in Ealing***

Funding from the Henry Smith trust supported provision of counselling and keyworking to women with multiple, inter-connected needs related to domestic abuse, mental health and substance misuse. 71 women were supported through 1036 counselling sessions; 30% were BAME women, 25% had mixed heritage and 45% White European/Irish.

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### **DV Aftercare – Supporting women through New Routes**

Working across NW London, 95 women were supported through a comprehensive and integrated programme of counselling, group work and recovery support. The service targeted women in Tier 1 accommodation, such as refuges and Sanctuary schemes to help them become more confident to recover from the impact of domestic abuse on their emotional and psychological health and to be able to access opportunities such as employment, training. 1074 counselling sessions and 617 keyworking sessions were delivered.

### **Domestic Abuse Units- Brent**

EACH provided extensive support to women in safe, emergency accommodation as well as their children in 3 domestic abuse units in Brent. 16 women, with 13 of them BAME, were supported through 864 sessions the community.

### **CASA – Pan-London resettlement**

As part of the CASA project, funded by MOPAC through Solace, EACH supported 17 women with long-term support to help them make positive transitions from refuge provision to safe tenancies, entailing emotional support and help with practical issues such as on registering children at local schools, accessing local resources, and managing themselves. 346 sessions were delivered in this year.

### **BAME IDVA – Hounslow**

During this year, 32 women were supported in Hounslow through extensive casework and over 100 women through advice and information at hubs and community settings, enabling women to manage risk to themselves and their children.

### ***Mental Health services***

#### ***Tamil mental health project – Hillingdon***

EACH provided a specialist mental health counselling service to the Tamil Community in Hillingdon. Support was provided in mother tongue to help 26 people recover from the emotional and physical impact of the conflict in Sri Lanka (PTSD), domestic violence and alcohol. The service was impacted by lack of satellite provision due to this becoming difficult, nevertheless 235 sessions were delivered and 9 clients successfully discharged.

#### ***Mental Health – Project 10 @ Star Centre, Hounslow***

The mental health service (Project no 10 @ the Star Centre) has continued to provide a safety net through a welcoming space and an expanded programme of activities comprising of cooking, psycho-education, gardening, art and IT support. It supported 82 service users through drop in sessions, 51 being male and 58% from BAME backgrounds, including mixed heritage. The service provides a 'safe space' for service users who are in contact with statutory services to help re-enablement through social activities, as well as enable people to come together and access support and have a hot meal.

#### ***STEPS- Peer led Mental Health Awareness and Signposting***

Funded by L.B Ealing, STEPS delivered 41 outreach sessions and maintained 9 static information banks across the borough, ensuring information and materials were up to date and available in community languages. 350 peer support and training hours were provided to 22 peers, helping people to address social isolation, develop

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self-care and identify appropriate services for themselves, with the peers themselves delivering 450 hours as part of STEPS.

## **Mosaic Minds – Mental Health Counselling for BAMEs in Hounslow**

In this year, Mosaic Minds consolidated its work in Hounslow, providing culturally sensitive counselling through satellites, including at a hotel wholly occupied by 700+ refugees and asylum seekers. 82 BAME people were supported, a mix of refugees and asylum seekers, first generation migrants and those experiencing isolation. 886 sessions were delivered to 61 women and 21 men, helping them to address trauma, historic abuse, depression, anxiety and develop healthier coping.

## **2023-24 AT A GLANCE**

This year for EACH continued to be one of challenges and opportunities, with the need to maintain quality of services in face of high demand, especially by our Domestic Abuse services which due to funding constraints lacked the capacity to respond to the level of referrals they received. The need to develop and maximise sources of income did not abate, with the continuous cycle of securing funding to sustain current services as well as meet new needs, which it was successful to a significant extent.

EACH focussed on building upon its community-based, holistic model and expertise of working with marginalised groups on mental health, substance misuse, and domestic violence, which coupled with its long-standing presence in NW London, provided a platform to seek and obtain funding to innovate its work, such as through Domestic Abuse recovery models for women. The challenge has been service delivery through multiple projects which are funded through grants, with this requiring greater co-ordination, onboarding of staff, reporting and management, and short-term funding to respond to immediate needs.

## **New Developments**

### **Women's Services**

EACH built upon its long-standing work supporting women affected or experiencing domestic abuse to attract funding to support women and their children in various ways. Funding was obtained from MOPAC Tier 1 funding to continue and extend aftercare counselling and recovery support to women in SW London as well as to young males, providing emotional, housing related, and ETE support to enable women recover and move forward options in a meaningful and sustained way.

EACH was successful in a bid for funding to provide a pilot project (Thea) in Harrow, Hillingdon and Hounslow on supporting women on domestic abuse within primary care pathways. This recognised GPs/social prescribers and primary care as a key referrer to EACH, with the view to provide earlier interventions to reduce onward referrals and increase safety. Established January 2024, it began mobilising through recruitment, developing referral pathways and publicity materials.

EACH was successful in also securing continuation funding for its BAME IDVA in Hounslow, a much needed service filling a gap in local provision to specifically meet the needs of BAME communities.

### **Mental Health Services**

STEPS was able to be sustained through a successful bid to Lb Ealing Community Grants, thus securing peer-led involvement and development, including by those not connected to EACH as a service user.

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Funding from LB Hounslow increased our presence within community hubs across the borough, with these providing engagement, signposting and referral uptakes by people seeking help through them.

### **Partnerships**

EACH continued its successful partnership with Ascent Project (pan London Violence against Women and Girls (VAWG) service) to provide counselling in 8 London boroughs, and work as a LB Hounslow community partner, supporting the partnership through hub-based working.

### **Quality Governance**

- Internal audits have informed the work of the Quality Sub-committee to ensure that service improvements are undertaken and to provide oversight of clinical governance
- A number of key clinical and organisational policies were reviewed and adapted.
- Staff benefited from a range of internal and external trainings
- Service users have been represented on the Board, played a key role in promoting the organisation and have participated in our employee recruitment process.
- EACH retained its ISO 9001 quality management certification during the year and will endeavour to sustain the quality mark.
- EACH retained its Investors in People accreditation status during the year.

### **Summary of Impact of Covid-19 Pandemic**

At the end of the year in Mid-March 2020, the Coronavirus 19 pandemic resulted in a national lockdown to contain the spread of the deadly virus and limit its impact on the NHS. As a consequence, EACH closed its centres and moved our service delivery to remote based support through the use of mobile phones and digital technology.

During this year, EACH has embedded a hybrid model of working, with all its offices and centres open. It recognised that for many service users, face to face contact was essential, in particular where safeguarding concerns posed a risk and required active management. Equally, for many other service users, the flexibility of online support has provided the means to access our support and work around other commitments, such as childcare.

EACH continues to monitor its working patterns to ensure their relevance and accessibility to service users' needs, adapting these to individual and service circumstances, and sustains measures such as testing on a regular basis by staff.

In conclusion, EACH has sustained its services by adapting its modes of delivery and ensuring staff are able to work effectively, whilst ensuring that duty of care is sustained for clients. It has also responded to new demands and needs by developing new services by drawing down funding from local authorities and trusts. EACH is in a strong position financially and operationally to respond to the uncertainties and challenges caused by the pandemic; going forward, we will be seeking to utilise our specialism and expertise of work with BME communities and women to influence local developments and realise funding opportunities.

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### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2024**

Company law requires the Charity trustees to prepare accounts for each financial year. 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 charitable company and of its incoming resources and application of resources, including the income and expenditure of the charitable company for that period. 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 (Statement of Recommended Practice) 2019 (FRS 102);
- 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 charitable company will continue in operation.

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

#### **Disclosure of information to auditors**

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the Board of Trustees



**Stephen Eckles**  
Chair

Date: 21 November 2024

# **EACH Counselling and Support**

## **(A COMPANY LIMITED BY GUARANTEE)**

TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2024

### **FINANCIAL REVIEW**

The year-end account shows an increase in the net assets of the Charity by £168,749 to £1,397,514 as at 31 March 2024 from £1,228,765 as at 31 March 2023 representing an increase of 13.73%. The revenue of the charity decreased by 12.68% (£270,453) to £1,862,178 from £2,132,631 mainly due to contracts that came to end in 2023.

### **Reserves policy**

The trustees of EACH have examined the Charity's requirements for reserves in light of the main risks to the organisation and have accordingly established a policy whereby unrestricted general funds of a minimum £600,000 are set aside as reserves to meet at least four month's recurrent expenditure and liabilities which is currently about £150,000. The unrestricted reserves for the charity were £1,219,836, made up of £619,836 general reserves and £700,000 designated reserves. The amount of £700,000 earmarked as designated funds for the purposes of staffing (£100,000), office improvement and new premises acquisition (£500,000).

### **Plans for the future**

In 2024-25 EACH will:

- Continue to build both statutory and non-statutory income streams to provide key services that support service user's recovery and health and well-being
- Continue to build financial reserves to enable sustained growth
- Recruit additional, new members to the Board of Trustees and provide relevant induction and training
- Enhance our social enterprise model by incorporating it into our funding and business development plan, including through spot purchasing by statutory and non-statutory services
- Prioritise funding and development to sustain our current community engagement and counselling and support services to BAME communities, women and girls and young people affected by substance misuse, mental health and domestic violence.
- Develop our offer to young people and families
- Continue to build and sustain strategic alliances and partnerships
- Work towards implementing a competency-based framework
- Draw out learning and impact of our work, in particular through pilot projects delivered with emergency/Covid-related funding
- Focus on further service user and volunteer involvement within the organisation
- Identify new locations to deliver our work through satellites and gauge potential for new premises in Brent
- Review and develop our strategic plan to take us forward into next stage of the organisation's growth.
- Acquiring a building which will apart from serve as the head office of the charity will also be one that will provide access to our service users as well as other residents for socialisation and skills development.

The Charity's trustees (who are also the directors of EACH Counselling and Support for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

# **EACH Counselling and Support**

## **(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 MARCH 2024

### **Opinion**

We have audited the financial statements of EACH Counselling and Support (the 'charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of cash flows and the notes to the accounts, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the accounts are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the Trustees' Annual Report, other than the financial statements and our auditors' report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# **EACH Counselling and Support**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **INDEPENDENT AUDITOR'S REPORT**

**TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 MARCH 2024**

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees' Annual Report.

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

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

#### **Responsibilities of Trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

## **EACH Counselling and Support (A COMPANY LIMITED BY GUARANTEE)**

### INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF EACH COUNSELLING AND SUPPORT FOR THE YEAR ENDED 31 MARCH 2024

- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditors' report.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Kevin Fisher BA, FCA,CTA (Senior Statutory Auditor)  
for and on behalf of Kingston Burrowes Audit Ltd  
308 Ewell Road  
Surbiton  
Surrey  
KT6 7AL

Date: 13 December 2024

## **EACH Counselling and Support (A COMPANY LIMITED BY GUARANTEE)**

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

Income	Note	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
<b>Income</b>						
Donations and legacies	3	886,869	-	274,470	1,161,339	1,307,124
Charitable Activities	4	74,782	-	606,046	680,828	821,388
Investment Income		20,011	-	-	20,011	4,119
<b>Total income</b>		<u>981,662</u>	<u>-</u>	<u>880,516</u>	<u>1,862,178</u>	<u>2,132,631</u>
<b>Expenditure on:</b>						
<i>Charitable Activities:</i>						
General advocacy and support	5	803,984	-	889,445	1,693,429	1,622,959
<b>Total expenditure</b>		<u>803,984</u>	<u>-</u>	<u>889,445</u>	<u>1,693,429</u>	<u>1,622,959</u>
<b>Net Income/ (expenditure) before transfers</b>		177,678	-	(8,929)	168,749	509,672
Transfers between funds	2	(100,000)	100,000	-	-	-
<b>Net Income/ (expenditure) for the year</b>		<u>77,678</u>	<u>100,000</u>	<u>(8,929)</u>	<u>168,749</u>	<u>509,672</u>
<b>Reconciliation of Funds:</b>						
Total funds brought forward	16/17	619,836	600,000	8,929	1,228,765	719,093
<b>Total funds carried forward</b>	16/17	<u>£697,514</u>	<u>£700,000</u>	<u>£0</u>	<u>£1,397,514</u>	<u>£1,228,765</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

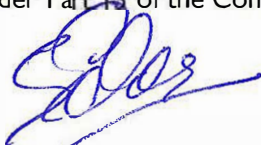
The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**EACH Counselling and Support**  
**(A COMPANY LIMITED BY GUARANTEE)**  
BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2024

	Note	2024		2023	
		£	£	£	£
<b>Fixed assets:</b>					
Tangible assets	13		6,111		6,241
<b>Current assets</b>					
Debtors	14	244,106		386,750	
Cash at bank and in hand		<u>1,340,313</u>		<u>1,084,447</u>	
<b>Total Current assets</b>		<b>1,584,419</b>		<b>1,471,197</b>	
<b>Liabilities:</b>					
Creditors: Amounts falling due within one year	15	<u>(193,016)</u>		<u>(248,673)</u>	
<i>Net current assets</i>			<u>1,391,403</u>		<u>1,222,524</u>
<b>Total net assets</b>	18		<u><u>£1,397,514</u></u>		<u><u>£1,288,765</u></u>
<b>The funds of the Charity:</b>					
Restricted funds	16		-		8,929
Unrestricted funds					
Designated funds	17		700,000		600,000
Other unrestricted funds	17		<u>697,514</u>		<u>619,836</u>
<i>Total unrestricted funds</i>			<u>1,397,514</u>		<u>1,219,836</u>
<b>Total funds</b>	18		<u><u>£1,397,514</u></u>		<u><u>£1,228,765</u></u>

These accounts were approved by the Board of Trustees on 21 November 2024 and signed on its behalf by:

The financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.



**Stephen Eckles**  
Chair



**Shaheen Dar**  
Treasurer

The notes at pages 21 to 36 form part of these financial statements.

**EACH Counselling and Support**  
**(A COMPANY LIMITED BY GUARANTEE)**

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2024

	Note	Total Funds 2024 £	Total Funds 2023 £
Cash flows from operating activities:			
Net cash used in operating activities	19	240,697	425,527
Cash flows from investing activities:			
Purchase of tangible fixed assets	13	(4,842)	(8,651)
Interest received		20,011	4,119
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		255,866	420,995
Cash and cash equivalents at the beginning of the reporting period		1,084,447	663,452
		<hr/>	<hr/>
Cash and cash equivalents at the end of the reporting period		<u>£1,340,313</u>	<u>£1,084,447</u>

The notes at pages 21 to 36 form part of these financial statements.

# **EACH Counselling and Support**

## **(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

### **I. Accounting Policies**

- a) EACH Counselling and Support is a private company limited by guarantee incorporated in England and Wales. The registered office is 4<sup>th</sup> Floor, 84 Uxbridge Road, West Ealing, London, W13 8RA. In the event of the charity being wound up, the liability in respect of this guarantee is limited to £1 per member of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated:

#### **b) Basis of preparation**

The financial statements have been prepared in accordance with the Charities Act 2006, Companies Act 2006 and the requirements of: Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and United Kingdom Generally Accepted Accounting Practice.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The accounts are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these accounts are rounded to the nearest £.

#### **c) Preparation of the accounts on a going concern basis**

The COVID-19 pandemic has caused little disruption to the charity's operations to date, as the counselling and key working services have been provided using online platforms. We had to close our offices, but we continued our services with online and by telephone. Income has continued to be received from the existing multi-year contracts and new ones during the period while our staff and volunteers have worked from home and attended online meetings. Our keyworkers provide check ups on the highly vulnerable clients. The trustees consider it unlikely that the continuing effect of the pandemic will cause significant disruption. All our funders were particularly supportive during the lockdown periods. Accordingly, at the time of approving the accounts, the trustees have a reasonable expectation that the company has adequate resources to continue in operation for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts

#### **d) Income**

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

The value of services provided by volunteers has not been included in these accounts.

Investment income is included when receivable.

Unrestricted income is deferred when this is received and relates to a period following the year end. Restricted income is deferred only when this relates wholly to a future period, as specified by the funder.

# **EACH Counselling and Support**

## **(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

### **Accounting Policies (Continued)**

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the Charity.

Designated funds have been allocated by the trustees to specific projects being undertaken by the Charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of attracting voluntary income and the costs of fundraising.
- Expenditure on charitable activities includes the costs of the delivery of its activities and services for its beneficiaries.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Rental costs under operating leases are charged against income on a straight line basis over the term of the lease.

#### **g) Allocation of support costs**

All support costs are allocated activities based on the time spent on those by staff.

#### **h) Tangible fixed assets**

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. A full year depreciation is charged in the year of acquisition of fixed assets. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 3 years.

All fixed assets acquired specifically for projects under restricted funds, are written off in the year of purchase.

The policy with respect to impairment reviews of fixed assets is that these assets are inspected regularly for any impairment and any defect remedied so as to maintain the current value. In some cases a provision for impairment would be required.

#### **i) Pensions**

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

# **EACH Counselling and Support**

## **(A COMPANY LIMITED BY GUARANTEE)**

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

### **Accounting Policies (Continued)**

#### **j) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered and provision for bad and doubtful debts.

Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **k) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **l) Creditors and provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **m) Financial instruments**

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues of FRS 102 to all its financial instruments.

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of financing items which are subsequently measured at amortised cost using the effective interest method.

#### **n) Leases**

Operating lease rentals are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

## **2. Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The Trustees do not consider there to be any estimates or judgements that are critical to the accounts.

# EACH Counselling and Support

## (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

### 3. Voluntary Income

	2024			2023		
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
Grants	884,438	274,470	1,158,908	886,226	418,446	1,304,672
Gifts in Kind	2,431	-	2,431	2,452	-	2,452
	<u>£886,869</u>	<u>£274,470</u>	<u>£1,161,339</u>	<u>£888,678</u>	<u>£418,446</u>	<u>£1,307,124</u>

#### Grants (unrestricted):

	2024 £	2023 £
Ministry of Justice – Awaaz Project	222,731	222,731
LB Ealing Test & Trace		50,000
DASA -Moving Forward	49,041	-
CNWL – Stepdown Project	-	37,475
Groundworks – Together Hounslow	-	6,120
Standing Together	30,000	-
Housing First	124,548	124,548
Ealing Rough Sleepers	8,550	-
CASA Project	59,708	14,753
Hounslow Hubs	11,000	-
Hounslow Residents Engagement	-	4,000
GLA -DASA	285,630	326,632
GLA- Refuge Counselling	-	38,000
Hounslow -MOSAIC	44,643	17,857
LB Ealing SMI	41,939	44,110
NHS NWL Winter Warming	3,000	-
Hounslow STEPS	3,648	
	<u>£884,438</u>	<u>£886,226</u>

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

#### 3. Voluntary Income (continued)

<b>Grants (restricted):</b>	<b>2024</b>	<b>2023</b>
	£	£
<b>Others</b>		
London Councils (Ascent)	93,981	95,740
Henry Smith Foundation	60,000	60,000
Big Lottery/ESF BBO IPS	-	112,842
<b>London Borough of Brent</b>		
NCIL	-	20,957
Supported Accommodation	40,000	40,000
<b>London Borough of Hounslow</b>		
Hounslow IDVA	50,000	58,929
<b>London Borough of Ealing</b>		
Steps MH	30,489	29,978
	<u>£274,470</u>	<u>£418,446</u>

#### 4. Income from charitable activities

	Unrestricted Funds £	2024 Restricted Funds £	Total Funds £	Unrestricted Funds £	2023 Restricted Funds £	Total Funds £
Advice, Information & Counselling	-	606,046	606,046	-	732,464	732,464
Other Income	74,782	-	74,782	88,924	-	88,924
	<u>£74,782</u>	<u>£606,046</u>	<u>£680,828</u>	<u>£88,924</u>	<u>£732,464</u>	<u>£821,388</u>

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

#### 4. Income from charitable activities (continued)

<b>Contracts (restricted income):</b>	<b>2024</b>	<b>2023</b>
	£	£
Brent Youth Offending Service (MOPAC)	91,152	75,672
Brent Mental Health	55,000	55,296
LB Brent – Generic Floating Support	48,553	160,528
LB Brent – Emotional Health Worker	-	46,570
LB Ealing Supporting People	186,217	186,217
LB Harrow Housing Services	172,358	157,885
LB Hounslow Mental Health User-Led	44,101	41,296
Greater London Authority – Young Londoners	8665	9,000
NHS Hillingdon	-	-
	<u>£606,046</u>	<u>£732,464</u>

#### 5. Analysis of expenditure relating to general advocacy and support

		<b>2024</b>	<b>2023</b>
		£	£
Direct costs			
Staff costs		1,329,484	1,288,252
Recruitment		5,375	14,169
Travel		3,214	1,946
Volunteer expenses		882	1,108
Partners share of contract		0	22,315
Training & development		33,991	30,233
Support costs			
Share of support	6	315,526	255,965
Share of governance cost	6	4,957	8,981
		<u>£1,693,429</u>	<u>£1,622,959</u>

Total expenditure was £1,693,429 (2023: £1,622,959) of which £803,984 was unrestricted (2023 : £399,734) and £889,445 was restricted (2023: £1,223,225).

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

#### 6 Analysis of support costs and governance costs

	Support Costs 2024 £	Governance 2024 £	Total 2024 £	Support Costs 2023 £	Governance 2023 £	Total 2023 £
Premises	191,370	-	191,370	138,124	-	138,124
Communications	48,278	-	48,278	46,370	-	46,370
General Office & Finance Staff	63,905	-	63,905	57,408	-	57,408
Legal & Professional	5,676	-	5,676	8,023	-	8,023
Depreciation	4,972	-	4,972	4,814	-	4,814
Bank Charges	1,325	-	1,325	1,226	-	1,226
Audit Fees	-	4,200	4,200	-	4,200	4,200
Board Meetings Annual report/ AGM	-	757	757	-	4,781	4,781
	<u>£315,526</u>	<u>£4,957</u>	<u>£320,483</u>	<u>£255,965</u>	<u>£8,981</u>	<u>£264,946</u>

#### 7 Net Income/(expenditure) for the year

This is stated after charging:	2024	2023
Depreciation	£4,972	£4,814
Auditor's remuneration	£4,200	£4,200
Operating lease rentals	£Nil	£Nil

#### 8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2024	2023
Wages and Salaries	1,163,013	1,126,796
Social Security Costs	108,268	102,486
Seasonal Fees	12,304	14,407
Pension	45,899	44,563
	<u>£1,329,484</u>	<u>£1,288,252</u>

The key management personnel of the Charity comprise the Chief Executive, Deputy Chief Executive and Finance & Resources Director. Three employees earned in excess of £60,000 (2022 : One). Remuneration of key management personnel was £203,565 (2022 : £180,544). Under FRS 102, employee benefits include gross salary, employer's national insurance, employer's pension contributions and benefits in kind.

# EACH Counselling and Support

## (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

### 9 Staff Numbers

The average monthly head count was 49 staff (2023: 58) and the average monthly number of full time equivalent employees (including casual and part time staff) during the year was as follows:

	2024 Number	2023 Number
Charitable activities	36.42	41.4
Support	8.2	9.2
	<u>50.6</u>	<u>50.6</u>

### 10 Pension and other post-retirement benefit commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund.

	2023	2023
Contributions payable by the company for the year	<u>£45,899</u>	<u>£44,563</u>

The expense has been allocated to unrestricted expenditure on the same basis as wages and salaries.

### 11 Related party transactions

None of the trustees (or any persons connected with them) received any remuneration during the year, (2023: nil). No Trustees were reimbursed expenses in the year, (2023: nil). There were no other related party transactions in the year.

### 12 Corporation tax

As a charity, EACH Counselling and Support is exempt from UK tax on income and gains to the extent that these are applied to its charitable objects. No UK tax charges have arisen in the Charity, during the year or the previous year.

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

#### 13 Tangible fixed assets

	Office Equipment £
<b>Cost:</b>	
As at 1 April 2023	34,447
Additions	4,842
	<hr/>
<b>As at 31 March 2024</b>	<b>39,289</b>
	<hr/>
<b>Depreciation:</b>	
As at 1 April 2023	28,206
Charge for year	4,972
	<hr/>
<b>As at 31 March 2024</b>	<b>33,178</b>
	<hr/>
<b>Net book value</b>	
<b>As at 31 March 2024</b>	<b>£6,111</b>
	<hr/> <hr/>
As at 31 March 2023	£6,241
	<hr/> <hr/>

All assets are used for charitable purposes.

#### 14 Debtors

	2024 £	2023 £
Trade debtors	171,652	330,817
Other debtors	0	3,738
Prepayments and accrued income	72,454	52,195
	<hr/>	<hr/>
	<b>£244,106</b>	<b>£386,750</b>
	<hr/> <hr/>	<hr/> <hr/>

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

#### 15 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	11,780	90,285
Taxation and Social Security	22,365	24,639
Accruals and deferred income	158,871	133,749
	<u>£193,016</u>	<u>£248,673</u>
	2023 £	2023 £
Deferred income brought forward	148,865	148,865
Released in the year	(148,865)	(148,865)
Deferred in the year:		
- LB Hounslow – IDVA	45,833	24,404
- LB Brent – Mental Health	-	48,000
- LB Hounslow – Mosaic	-	7,143
- LB Hounslow -STEPS	18,241	-
Henry Smith Foundation	10,000	10,000
GLA -DASA -Moving Forward	12,260	-
Standing Together -Thea	30,000	-
CNWL - Stepdown	-	-
Ealing Council Floating Support	-	11,079
	<u>£116,334</u>	<u>£100,626</u>

Deferred income represents grant income received in advance.

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

#### 16 Analysis of movements in restricted funds

	Balance as at 31 March 2023 £	Incoming resources £	Resources expended £	Balance as at 31 March 2024 £
LB Brent YOS (MOPAC) (a)	-	91,152	91,152	-
London Councils (Ascent) (b)	-	93,981	93,981	-
LB Hounslow MH User-Led (c)	-	44,100	44,100	-
LB Hounslow IDVA (d)	8,929	58,929	58,929	-
LB Harrow Housing Related Serv. (e)	-	172,358	172,358	-
NHS Hillingdon Tamil (f)	-	8,665	8,665	-
LB Ealing Generic FSS (g)	-	186,217	186,217	-
Henry Smith Foundation (h)	-	60,000	60,000	-
LB Brent Floating Support (i)	-	48,554	48,554	-
LB Ealing Voluntary Section MH (k)	-	30,489	30,489	-
LB Brent Mental Health (l)	-	55,000	55,000	-
Supported Accommodation (m)	-	40,000	44,481	-
	<u>£8,929</u>	<u>£800,516</u>	<u>£889,415</u>	<u>£8,929</u>

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

#### 16 Analysis of movements in restricted funds

Comparative information for the previous financial year is as follows:

	Balance as at 31 March 2022 £	Incoming resources £	Resources expended £	Balance as at 31 March 2023 £
LB Brent YOS (MOPAC) (a)	-	75,672	75,672	-
London Councils (Ascent) (b)	-	95,740	95,740	-
LB Hounslow MH User-Led (c)	-	41,296	41,296	-
LB Hounslow IDVA (d)	-	58,929	50,000	8,929
LB Harrow Housing Related Serv. (e)	701	157,885	158,586	-
NHS Hillingdon Tamil (f)	-	9,000	9,000	-
LB Ealing Generic FSS (g)	-	186,217	186,217	-
Henry Smith Foundation (h)	-	60,000	60,000	-
LB Brent Floating Support (i)	25,298	160,528	185,826	-
Big Lottery/ESF – BBO IPS (j)	-	112,842	112,842	-
LB Ealing Voluntary Section MH (k)	-	29,978	29,978	-
LB Brent Mental Health (l)	20,324	55,296	75,620	-
Brent Complex Needs (m)	4,481	40,000	44,481	-
LB Brent Emotional Wrk (n)	30,440	46,570	77,010	-
LB Brent to NCIL (o)	-	20,957	20,957	-
	<u>£81,244</u>	<u>£1,150,910</u>	<u>£1,223,225</u>	<u>£8,929</u>

# EACH Counselling and Support

## (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

### 16. Analysis of movements in restricted funds (Continued)

All the above restricted funds were utilised for the purposes for which they were intended as follows:

- a) To provide counselling and support to young offenders within the criminal justice system.
- b) To deliver the Ascent Project as one of the partners of VAWG Consortium providing counselling and support groups for women and girls, experiencing domestic and sexual violence and abuse in eight outer London Boroughs of Hounslow, Harrow, Hillingdon, Brent, Merton, Wandsworth, Kingston and Richmond Upon Thames funded by the London Council
- c) To provide User-led Mental Health Services for mental health service users in the London Borough of Hounslow
- d) To provide BAME Domestic Abuse Specialist Advocacy to residents of London Borough of Hounslow
- e) To provide Housing Related Support and Preventative Support Services generic (lot 2) and Supported Housing for offenders, ex-offenders and individuals with drug and alcohol misuse and dependency issues (lot 3) in LB Harrow
- f) To provide counselling and support to the Tamil community affected by mental health issues in Hillingdon
- g) Provision of generic, mental health and substance misuse/offender floating support services in the London Borough of Ealing
- h) To provide group support and counselling for women with complex needs who reside in the London borough of Ealing
- i) Provision of generic floating support services in the London Borough of Brent in partnership with Thames Reach Charity
- j) Providing support to people in 9 North West London boroughs with common mental health issues within the BME communities to build their motivation and capabilities to enter employment in partnership with Twining Enterprise
- k) To provide a peer-led mental health signposting and awareness service, STEPS to residents of London Borough of Ealing.
- l) To offer psycho-education and CBT to young people to de-escalate a crisis as part of the Accelerated Support Team based within Brent Council
- m) To provide support to women with complex needs in the London Borough of Brent fleeing domestic abuse and living in short-term accommodation, to enable them to move on successfully through intensive case work
- n) To provide support to young people aged 11-17 in London Borough of Brent on their mental health through targeted mental health assessment and therapeutic support
- o) To provide staffing and management capacity to sustain consistent and quality support to the women and their children at EACH's refuges are within LB Brent as part of MHCLG Covid-19 response

# EACH Counselling and Support

## (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2024

### 17 Analysis of movement in Unrestricted Funds

	Balance as at 31 March 2023 £	Incoming Resources £	Resources expended £	Transfers £	Funds as at 31 March 2024 £
Other Unrestricted Funds	<u>619,836</u>	<u>981,662</u>	<u>803,984</u>	<u>(100,000)</u>	<u>697,514</u>
Designated Funds					
Staffing contingency	100,000	-	-	-	100,000
Office improvements and relocation costs	<u>500,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>600,000</u>
Total Designated Funds	<u>£600,000</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£100,000</u>	<u>£700,000</u>

The designated funds, which are to be utilised within 3 years, have been set aside as follows:

#### **Staffing Contingency**

The staffing contingency fund represents the potential cost of providing locum cover in the case of maternity or long-term sick leave.

#### **Office Improvements**

This fund represents the potential cost of relocation and/or refurbishment of our existing offices and associated capital expenditure.

Comparative information for the previous financial year is as follows:

	Balance as at 31 March 2022 £	Incoming Resources £	Resources expended £	Transfers £	Funds as at 31 March 2023 £
Other Unrestricted Funds	<u>287,849</u>	<u>981,721</u>	<u>399,734</u>	<u>(250,000)</u>	<u>619,836</u>
Designated Funds					
Staffing contingency	100,000	-	-	-	100,000
Office improvements and relocation costs	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>250,000</u>	<u>500,000</u>
Total Designated Funds	<u>£350,000</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£250,000</u>	<u>£600,000</u>

## EACH Counselling and Support

### (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

#### 18 Analysis of net assets between funds

Funds as at 31 March. 2024 were represented by :	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	6,111	-	-	6,111
Current assets	884,419	700,000	-	1,584,419
Current liabilities	(193,016)	-	-	(193,016)
	<u>£697,514</u>	<u>£700,000</u>	<u>£-</u>	<u>£1,397,514</u>

Comparative information for the previous financial year is as follows:

Funds as at 31 March 2023 were represented by :	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible fixed assets	6,241	-	-	6,241
Current assets	862,268	600,000	8,929	1,471,197
Current liabilities	(248,673)	-	-	(248,673)
	<u>£619,836</u>	<u>£600,000</u>	<u>£8,929</u>	<u>£1,228,765</u>

#### 19 Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net movement in funds	168,749	509,672
Add back depreciation charge	4,972	4,814
Decrease/(increase) in debtors	142,644	23,331
(Decrease)/increase in creditors	(55,657)	(108,171)
Interest received	(20,011)	(4,119)
Net cash used in operating activities	<u>£240,697</u>	<u>£415,527</u>

# EACH Counselling and Support

## (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

### 20 Commitments under operating leases

	2024 £	2023 £
Within one year - property	143,110	2,000
Between two and five years - property	85,583	322,229
	<u>£228,693</u>	<u>£324,229</u>

### 21. SECTION 37 STATEMENT: LONDON COUNCILS GRANT

Under the terms of our grant from London Councils and Section 37 of The Local Government and Housing Act 1989 we are required to present the following information:

Grant-aid of £93,981 received in 2023-2024 (£95,294 received in 2022-2023) from the London Councils Grants to deliver the Ascent Project as one of the partners of VAWG Consortium providing counselling and group work for women and girls, experiencing domestic violence and abuse in eight outer London boroughs of Hounslow, Harrow, Hillingdon, Brent, Merton, Wandsworth, Kingston and Richmond upon Thames.

	2024		2023	
	Grants (£)	Spent (£)	Grants (£)	Spent (£)
Salary Costs	82,419	82,419	84,178	84,178
Training/Group (including Volunteers)	2,914	2,914	2,914	2,914
Running Costs	8,648	8,648	8,648	8,648
Total	<u>£93,419</u>	<u>£93,981</u>	<u>£95,740</u>	<u>£95,740</u>

### 22. Analysis of changes in net (debt)/funds

The charity had no debt during the year.

### 23. Contingent Assets

The charity has been awarded multi-year grants with specified or implied timeframes which preclude recognition of the full amount. The total amount awarded for future years but not recognised is £316,242.