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**LONDON ADVICE SERVICES ALLIANCE COMPANY LIMITED**

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**ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2005**

**Company Number: 1794098**

**Company Information**

<b>Board of Trustees</b>	Noeleen Adams Sebastian Bacon Annette Figueiredo James Kenrick Hugh Lyon Barbara Meredith Sola Oyebade Bobbie Pote Ruth Power Elizabeth Sewell John Walsh
<b>Secretary</b>	Andrew Gregg
<b>Company Number</b>	1794098
<b>Charity Number</b>	800140
<b>Registered Office</b>	Universal House 88-94 Wentworth Street London E1 7SA
<b>Independent Auditors</b>	John Ellis & Company Chartered Accountants 240 High Holborn London WC1V 7DN
<b>Bankers</b>	National Westminster Bank plc 130 Whitechapel High Street London E1 7PS

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ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2005

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The Board of Trustees present the Annual Report and the financial statements of the London Advice Services Alliance Company Limited, Lasa, for the year ended 31 March 2005.

The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in October 2000.

The Trustees commend the staff for not only managing to maintain Lasa's key services but also to develop new initiatives. The Trustees recognise that to achieve growth and further diversify the income base is a significant achievement in a period when many voluntary sector organisations are facing reductions in grant and other income.

The Board was pleased to announce the appointment of Andy Gregg the new Chief Executive. Andy took up the post in May 2004 and is the first externally appointed Chief Executive of Lasa.

### Principal activities

The objectives for which the charity was established are defined in the Memorandum of Association and are to further the interests of legal and advice services, and include:-

- to promote the development, improvement and co-ordination of legal and advice services and to encourage co-operation between agencies providing such services;
- to promote and assist in the introduction and application of information technology in agencies providing legal and advice services;
- to make grants towards the establishment, maintenance and support of agencies providing legal and advice services;
- to carry out and commission studies and research into the provision of legal and advice services and to publish the useful results of such studies and research.

### Lasa's vision and aims

Lasa aims to see good advice available to all who need it and works to secure this by:

- providing high quality support services to legal advice and information providers
- promoting access to advice
- being a source of good practice and innovation.

### Background

Lasa was established in 1984 to provide specialist support services to advice and information providers. These services include advice, information and training in the field of information technology and welfare benefits support. In addition, Lasa undertakes policy work to promote the role of advice services with policy makers, central and regional government bodies and funders.

An independent organisation, Lasa provides services to organisations that include the main advice networks, national and regional organisations with an advice and information function, local community based organisations (especially those working with minority ethnic and refugee communities) as well as public sector organisations such as housing associations and local authorities.

Based in London, services are primarily delivered in the London region but increasingly publications, websites, software and consultancy services are accessed by organisations throughout the UK.

Lasa has 35 staff (27 full-time and 8 part-time) who operate in specific teams and projects supported by the

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Central Services Team who provide key administrative and financial support.

**Governance issues**

The affairs of Lasa are governed by the Board of Trustees who held five Board meetings during the reporting period. In addition to these and the AGM, there was also a half day Strategic Planning Awayday which allowed the Board to revisit and review the mission of Lasa, conduct a SWOT and STEP analysis of the organization, develop a number of Strategic Aims that were then developed into a full Strategic Plan and also consider a number of governance issues. During the year Richard Hill resigned (22nd September 2004) as Chair of the Board and Barbara Meredith became interim Chair whilst we conducted a full external recruitment to the post of Chair, which culminated in the selection of Liz Sewell who took up the post from 1st April 2005. During the year Vernica Massiah also resigned from the Board (14th July 2004) and Annette Figueiredo and John Walsh joined the Board (22nd September 2004). Kathleen Walsh resigned as Company Secretary and Andy Gregg was appointed in her stead on 22nd September 2004.

As part of its regular discussions about the governance of Lasa, the Board developed a procedure for declaring and recording conflicts of interest. In addition to regular meetings of the Finance and Resources sub committee the Board established a Governance sub committee and an Equal Opportunities sub committee.

The Senior Management Team continued to meet on a weekly basis and also established a schedule of two monthly Awaydays to discuss strategic and longer-term issues. At the end of August Jacky Bourke -White was appointed as Director of Advice Support Services and she has begun the process of restructuring Lasa's advice and training services so as to make them fit for purpose and ensure that we improve our income generation abilities.

During the year Lasa decided to introduce a new finance software package. Much thought and research was put into this decision and eventually we chose SunSystems 5 which we installed during the latter part of the year and went live at the start of the next financial period.

**Welfare Benefit Support Services**

**Appeals representation**

Lasa's Advocacy team has provided free and expert representation at social security appeal tribunals and to the Commissioners for claimants referred by London advice agencies since 1984. The team has the equivalent of 4 full time posts.

In 2004-5 the Advocacy Team received 392 referrals and of these, was able to take on 218 cases. The team had an 86% success rate resulting in £500,037 in lump sums and a further £464,068 in extra annual income being gained for clients. 70% of cases related to Disability Living Allowance and Incapacity Benefit but the team also dealt with a significant number of backdating, overpayment and habitual residence test cases.

Feedback from clients included the following comments

*'The type and quality of service we got from you was exceptional, not just because we won the appeal but the representative was thorough, meticulous and to the point.'*

*'Open, highly competent, sensitive to disabled, good character, easily understood, information well presented.'*

Example of cases dealt with:

- *The Local Authority decided that a young single mother had been overpaid Housing Benefit totalling £2,000 and that they could reclaim it. The overpayment had occurred four years earlier in 1999 when, left by her husband with a new baby, she had decided to find part time work after reading*

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government leaflets saying she would still be able to claim benefits. She made a claim for Housing Benefit and received a letter from the LA telling her that all her rent would be covered. She wasn't sure if they were right so she telephoned the council to check. She was told not to worry. A Housing Benefit Visiting Officer came to see her at home a couple of months later and once more she asked them whether her benefit was correct and was told not to worry. When they first asked for the money back she tried to challenge them but they still insisted that she pay the money back as they said she should have realised she was being overpaid. A Lasa caseworker took on the case and was able to show that, as she had on two occasions questioned the amount she was being paid with benefit staff and both times had been told not to worry, she could not have known she was being over paid.

- A boy of 16 who had three liver transplants following an accident when he was 13 was turned down for Disability Living Allowance. He needed supervising to keep him to a very strict regime of medication, diet and liquid intake to prevent a further rejection of his liver but the DWP had decided that a 16 year old should be able to manage his own medication and diet. A Lasa caseworker took on the case and obtained clear medical evidence to the effect that it was very difficult for him to manage diet and medication as he resented not being able to act like other young people of his age and was also very depressed about his circumstances. His mother found the situation very difficult to talk about and needed our support and encouragement to go through with the appeal. The caseworker arranged and attended a domiciliary hearing of his appeal and ensured that the tribunal was very clear about the need for supervision and how this related to entitlement to Disability Living Allowance. Although initially skeptical the tribunal was won over by the submissions and the very moving evidence of his mother and the boy was awarded Disability Living Allowance.

The team have also delivered training to advisers on Challenging Benefit Decisions, a course offered by the Lasa Welfare Benefits Training.

The work of the Advocacy Team is funded by a Contract from the Legal Services Commission (LSC) and funding from the Association of London Government (ALG). The current contract runs until March 2006.

#### **Rightsnet website**

Rightsnet ([www.rightsnet.org.uk](http://www.rightsnet.org.uk)) is a welfare benefits website for advisers that includes, an on-line discussion forum; daily news and analysis, a Q & A's section; leaflets, factsheets, benefit calculators, benefit rates and the latest advice related job vacancies.

2004 marked rightsnet's 6th year of operation and use of the web site continued to increase. The site received more than 42 million hits during the year from 550,000 visits. Users represent more than 4,000 advice organisations across the UK.

During the year rightsnet became the first second tier website to be awarded the Community Legal Service Quality Mark for websites.

Over 790 news stories were published to rightsnet during 2004-5, with summaries of and links (within 24 hours of their issue), to new legislation, case law and court decisions, official guidance, and policy documents.

During the year rightsnet also delivered services under Lasa's Specialist Support Project's contract with the Legal Services Commission. The work included the development and publication of a series of online resources relating to welfare benefit decision-making and appeals; summaries of new case-law (attracting positive feedback from the Social Security and Child Support Commissioners' and the Court Service) and a daily email newsletter now being received by over 2,000 agencies each day.

Since April 2003 rightsnet has received funding from the Legal Services Commission. The LSC funding is for a three-year period, and work to raise match funding is on going. We were successful in our funding bids to Lloyds TSB Foundation (£10,000) and the Law Society Charity (£10,000). Rightsnet began charging for its

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job advertising service raising almost £6,000 between October 2004 and March 2005. Plans to develop a subscription based news and case law service were also developed further.

**Review magazine**

Six editions of Lasa's bi-monthly welfare benefits publication were produced and each distributed to more than 2,000 organisations in 2004-5.

Sample articles from each issue were published to the Lasa website and, a pdf copy of each new issue was also published to the rightsnet website. More than 1,000 copies are downloaded each month.

The April 2004 issue of review included the 2004-5 benefit rates poster and together with the pocket version (containing information on the full range of Lasa services) more than 6,000 copies were distributed free of charge to advisers across the UK

**Specialist Support Project**

The Lasa Specialist Support Service was awarded one of the two LSC welfare benefits national specialist support contracts in June 2004.

The Specialist Support Service provides expert support and training for organisations with a LSC contract or a Quality Mark in England.

Since June 2004 the service has provided support for over 200 organisations, developed 5 new training courses and delivered 10 days of training in the LSC regions.

As part of our support for eligible organisations we have also summarised 236 Commissioners decisions, which are then published in the briefcase area of [www.rightsnet.org.uk](http://www.rightsnet.org.uk). The Specialist Support Service was able to secure funding for the technical development of briefcase from the LSC during the bid for the Specialist Support contract last year.

We have also during the year developed and maintained excellent working relationships with CPAG (the other contract holder) and the LSC Regional offices to provide high quality services within this area of law.

**Welfare Benefits Training**

The Advice and Training Team provided a comprehensive programme of affordable and accessible courses for organisations delivering welfare benefits advice. A new marketing campaign, begun in the 3rd quarter, has successfully increased income from training courses to underpin the provision of the service. This has, in part, been based upon the recognition that welfare benefits advice is given in many situations and by many professionals, not just the specialist adviser and that good quality welfare benefits training is necessary for staff working in supportive as well as advisory roles.

The team also secured funding from the CLS Development Fund (£4,687) to deliver an individually tailored training programme for advisers working with recently arrived community organisations.

In 2004-5 the team provided 17 different courses in welfare benefits ranging from the ever-popular Welfare Benefits Overview for beginners through to the highly respected Representation at Appeals Course.

The "training package" which consists of the *welfare benefits overview*, *income support/income-based jobseeker's allowance* and a choice between *tax credits / pension credits / incapacity for work and disability living allowance/attendance allowance* has continued to be very popular offering trainees an excellent grounding in the welfare benefits system. All courses are regularly updated to incorporate changes in legislation.

The team delivered 'In-house' courses to a number of organisations including Housing Associations, Connexions, and many organisations working with vulnerable communities. The team also provided training courses for the Specialist Support Project.

Lasa courses are promoted through our training brochure printed twice yearly and distributed to over 2,000

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contacts. A "course news" item is published weekly on the Lasa website and distributed to our Training News Email Contact List (500 contacts). Information on courses is also advertised on the rightsnet homepage, and the weekly rightsnet email newsletter.

**Welfare Benefits Advice Line**

The Welfare Benefits Advice Line provided for advice workers continued to be busy with 573 calls received throughout the year covering queries on all benefits. The line is staffed by workers from the Advocacy Team and the Advice and Training Team who provide expert advice to callers from a wide range of London's advice and information providers including black and minority ethnic advice organisations, disability organisations, welfare rights units and independent advice agencies. The Advice Line is funded by the Association of London Government.

**ICT Support Services**

**Advice, consultancy, information and support**

The Information Systems Team provides advice, information and support to help organisations make effective use of Information and Communication Technology (ICT). These services build the capacity of organisations to manage their ICT, and so enable them to deliver quality services.

Services include:

- telephone helpline
- consultancy and advice including IT Healthchecks
- an on-line ICT information resource [www.lasa.org.uk/knowledgebase](http://www.lasa.org.uk/knowledgebase)
- bi-monthly magazine 'Computanews'
- 'Computanews guides' for in-depth coverage of key topics
- innovative support models including Circuit Riders

6 issues of 'Computanews' were published, and in addition 26 new articles were added to the 'knowledgebase' section of Lasa's website. We continue with our successful content sharing agreement between 'knowledgebase' and Techsoup, a similar website based in San Francisco. We successfully ran the first UK Circuit Rider Conference in London with 90 delegates from all over the UK and internationally including from Australia, Azerbaijan, Bulgaria, Canada, Georgia, Ireland, the Netherlands, South Africa and the US.

The team continued to support organisations involved in the LSC Web Standards Project, and provided information and support about the technical aspects of the LSC Quality Mark for websites.

Lasa Information Systems Team maintained its development of innovative support models to assist organisations in the management of their ICT. This included the continued promotion and development of the 'Circuit Rider Movement' in the UK - roving ICT support workers ('Circuit Riders') who meet the needs of small to medium sized organisations. Work with NCVO, NACVS, AbilityNet, IT4Communities and others to promote the movement continues. The e-mail discussion forum continues to grow with well over 200 participants to date.

Our 2-year project, funded by the Community Fund, providing a Circuit Rider service to 24 Advice UK and MODA organisations in London ended in 2004. We successfully approached the Bridge House Trust to provide a new Circuit Rider service for 20 of the Trust's funded organisations. The Trust has funded the project for 2 years from May 2005 with £91,000. We were also successful in our bid to the Big Lottery Fund for project continuation funding of £103,000 to also support this work and the continued evaluation and promotion of the Circuit Rider model for the sustainable provision of ICT support to Voluntary and Community sector organisations.

The team has continued to engage with funders and policy makers in both central and local government to promote good practice in the use of ICT for the voluntary sector, and to develop models that deliver effective ICT support for the sector. This has included working with the Active Community Unit at the Home Office, the Greater London Assembly (through London Connects) and the Government Office for London. We have been active participants in the consultation and development of the strategy to best meet the ICT infrastructure needs of the voluntary and community sector and were funded as a member of the ICT

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Consortium to develop a business plan for the delivery of infrastructure ICT support as part of the Home Office ChangeUp programme. We are a founding partner of this ICT Consortium with NCVO, NACVS, IT4 Communities and Ability Net and are bidding to become the ICT ChangeUp Hub.

At a London wide level we have been involved in the work of the London ChangeUp Consortium and lead the Consortium's Sub groups on ICT and Advice Infrastructure.

We have been successful in securing funding from the Government Office for London during this period to work with sub-regional CVS to develop strategic ICT support with CVS's and the wider Voluntary and Community sector.

**AIMS Software**

The Advice and Information Management System (AIMS) software continues to be developed with a Version 3 with continued refinements available in 2005. The AIMS Team provides agencies with support and free upgrades for their case recording and enquiry monitoring software, enabling them to better deliver their service and report on their work. The AIMS Team delivered 41 training courses in the period which were attended by 216 delegates. The team dealt with 361 telephone and email enquiries. During the period the database was further developed to incorporate new features and updates that ensure groups remain compliant with Quality Mark requirements.

**The MultiKulti project**

The project's funding from the New Opportunities Fund ended in 2004. It has translated and digitised thousands of pages of advice and information, which are available in ten languages at [www.multikulti.org.uk](http://www.multikulti.org.uk). The information covered immigration, benefits, housing, health, employment and debt issues, with content provided, for example, by Shelter, Carers UK, Coventry Law Centre, Mind, National Debtline, Islington Law Centre and the London Borough of Newham. We made a successful funding bid for £384,000 to the Big Lottery to develop the project's work for a further 3 years. Translations will focus on our 'Health' and 'Immigration' topic areas, and create a new 'Racism' topic area. We will also add two further languages to the site - Urdu and Portuguese. The site receives positive feedback daily from users across the UK and is much valued by communities whose first language is not English, as well as agencies working with minority ethnic and refugee groups.

There has been a substantial increase in the number of those using the MultiKulti site. Statistical reports show that the number of hits and visitors for the first quarter of the year respectively were 1,689,646 and 120,704. The figures for the last quarter have risen respectively to 4,216,341 and 233,074; which means an increase of almost 150% for hits and almost 100% for visitors.

In 2004 MultiKulti won the Best Social Innovation for the year 2004 award (Communications Category) from the Institute for Social Inventions/Global Ideas Bank.

**Policy and Development**

Four meetings of the London Advice Forum were facilitated during the year, with the development of terms of reference and a work programme for the Forum. The profile of the Forum has been raised quite significantly over the last 12 months and is starting to become recognised as a key body to consult with on issues affecting advice provision across London. Responses to various consultations have been drafted, including those in response to:

- the Economic Development Strategy of the London Development Agency;
- the three year development framework for the legal advice sector in London from the Regional Legal Services Committee (RLSC);
- the future of the RLSC's Regional Providers Forum;
- the review by the Association of London Government (ALG) of its grant making functions;
- the Social Exclusion Unit report "Taking Stock and looking to the Future";

Paul Treloar, Lasa's policy officer, is the vice chair of the Voluntary Sector Forum (hosted by London Voluntary Service Council and responsible for maintaining dialogue between Association of London Government and its funded groups), representing the advice and legal sector, and helping to organise the VSF

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annual conference. He sits on the steering group of Third Sector Alliance, the regional network of networks of voluntary and community organisations in London, again on behalf of the legal and advice sector. He was on the steering group of the Local Government Association's Quids for Kids campaign. Paul is also a member of the advisory group for Age Concern's BME information and advice project.

Paul made presentations at events including a conference hosted by the ALG, the RLSC and the Government Office for London on the links between regeneration and legal advice, at the ALG's legal advice sectoral forum, at the Quids for Kids conference and a Brent Advice Services Alliance conference. Additionally, he has met with a variety of other organisations including the London Civic Forum, the Commission for Racial Equality, the London Development Agency, and the Legal Services Commission as well as attending the conferences of Advice Now, Law Centres Federation, DWP, and CASweb.

**Quality Development Initiative Project**

QDI completed its third and final year in June 2004, supporting a further 30 advice agencies through an organisational audit and awarding 29 of those agencies a QDI bursary. A total of £100,083 was provided directly to the agencies across Barnet, Brent, Enfield and Harrow; and £6,508 allocated for further cross borough development work. The pattern of bursary spending during the third year continued to address the issues of advice development, such as training, consultancy and network membership. Advice development issues were central to the aims of QDI with almost 60% of the bursary spending being allocated to this aspect whilst the remaining 40% was allocated to organisational capacity building.

The project organised various meetings: borough-wide meetings, development worker meetings, a review day, and two evaluation days. The aim of these meetings was to share information, learn how to measure outcomes from advice services and address the quality of advice. The final evaluation report and the results of the review day suggested that the project was highly successful and needs to be seen as a model for future provision.

Copies of the final evaluation report can be downloaded from the QDI website at [www.qdi.org.uk](http://www.qdi.org.uk).

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Statistical Information April 2004 to March 2005

Service	2004-5	2003-4
Welfare Benefit Support Services		
Advice Line calls	603	645
Representation		
Cases taken on	218	229
Average success rate	86%	80%
Lump sum awards	£500,037	£367,254
Extra weekly benefit	£464,068	£6,693
Training:		
Courses provided	17	21
Training days	181	161
Numbers trained	2,057	1,817
Rightsnet web site -		
Hits per year	42,000,000	8,857,068
Visitor sessions per year	550,000	46,210
News stories per year	791	756
Review publication -		
Circulation/issue	2,050	2,024
Website downloads/issue	12,000	1,780
Specialist Support Project:		
Advice line calls	790	453
Supported case work	63	72
Courses provided	5	4
Training days	10	18
ICT Services		
Telephone Consultancies	171	312
Computanews circulation	2,539	2,714
Knowledgebase		
Website hits March	26,527	17,803
AIMS		
Software sales	105	57
Training days	41	47
Numbers trained	216	268

Financial review

Lasa had net outgoing resources on unrestricted funds, a deficit, of £27,778 for the year. Together with the accumulated surplus brought forward from previous years, Lasa now has an accumulated surplus of £59,007 (2004 £86,785) on unrestricted funds. The net outflow, deficit, on unrestricted funds mainly arose due to a gap between the completion of some projects and the commencement of their replacements. The trustees took the decision to incur a deficit rather than lose expert and specialist staff given that there were strong indications of future funding. This funding has been confirmed since the year end.

Restricted funds carried forward at 31 March 2005 amounted to £53,672 (2004 £270,660). These are funds that have been received for restricted projects including AIMS, Circuit Rider Movement, Rightsnet and Training and is sufficient for those activities for which the funds were provided.

Grants for the year, amounting to 49% (2004, 54%) of the total income, were received from the Association of London Government, The Active Community Unit, The Big Lottery Fund, The New Opportunities Fund, the Legal Services Commission, the Community Legal Services Development Fund, the European Social Fund, the Esmee Fairbairn Charitable Trust and the Lloyds TSB Foundation for England and Wales.

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**Risk assessment**

In June 2002 the Board of Trustees agreed a risk management strategy which comprises:

- an annual review of the risks which the charity may face
- the establishment of systems and procedures to mitigate against risks identified; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

A review of the plan is carried out annually.

**Reserves policy**

As part of the assessment of the risks the charity faces the Board of Trustees review the sufficiency of the free reserves to ensure that the charity will continue to provide its services should the risks materialise. At the 31 March 2005 the Trustees assess the free reserves amount should amount to £115,000. The free reserves amount to £18,081 at 31 March 2005 and the Board of Trustees propose reaching the target over the next 5 years. The free reserves are the unrestricted funds carried forward less the unrestricted fixed assets.

**Company status**

London Advice Services Alliance Company Limited (Lasa) is a company limited by guarantee governed by its memorandum and articles of association. It is registered at Companies House under the number 1794098. The Charity Commissioners have registered the company as a charity under the number 800140. Membership of the company is open to national advice networks.

**Board of Trustees**

The Members of the board perform the role of directors in company law and are the trustees in charity law. Those who served during the year, except where indicated, were :

Noeleen Adams	Vernica Massiah (resigned 14/7/04)
Sebastian Bacon	Barbara Meredith
Annette Figueiredo (appointed 22/9/04)	Sola Oyebade
Richard Hill (resigned 22/9/04)	Bobbie Pote
James Kenrick	Ruth Power
Hugh Lyon	John Walsh (appointed 22/9/04)

The Board of trustees consists of up to eighteen people, one person nominated by each membership organisation, up to six people nominated who have direct experience of advice work, up to four people who have other relevant experience and two more people can be co-opted by the Board.

Member organisations currently consist of the advice networks. These are advice<sup>UK</sup>, Age Concern, Citizens Advice, DIAL UK, The Law Centres Federation and Youth Access.

The networks are asked to confirm or replace their representatives every two years. Co-opted members retire at the Annual General Meeting following their co-option and may be co-opted again. The ten other board members retire after two years service with two members retiring each year. Each Board member has one vote and the Chair has a second casting vote.

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**Statement of the Board of Trustees responsibilities**

Company law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the Board of Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

**Independent Auditors**

The independent auditors, John Ellis & Company, will be proposed for reappointment in accordance with section 385 of the Companies Act 1985.

This report was approved by the Board of Trustees on 12 July 2005 and signed by order of the Board of Trustees by:

Andrew Gregg  
Secretary

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LONDON ADVICE SERVICES ALLIANCE COMPANY LIMITED**

We have audited the financial statements of London Advice Services Alliance Company Limited for the year ended 31 March 2005 set out on pages 12 to 24. These financial statements have been prepared under the historical cost convention and the accounting policies set out on pages 14 to 15.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and independent auditors**

As described in the Statement of Annual Responsibilities the company's Board of Trustees is responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Annual Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

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

**Basis of audit opinion**

We conducted our audit in accordance with United Kingdom Auditing Standards 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 Board of Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the 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 misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 2005 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**John Ellis & Company**

Chartered Accountants  
and Registered Auditors

240 High Holborn  
London WC1V 7DN

20 July 2005

STATEMENT OF FINANCIAL ACTIVITIES  
For the year ended 31 March 2005

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2005 £	Total Funds 2004 £
<b>Income and Expenditure</b>					
<b>Incoming Resources</b>					
Donations, core grants and gifts	1	321,532	-	321,532	321,000
Activities to further the charity's objects:					
Advice, information, training, policy and resource services:					
Other grants	3	-	304,923	304,923	510,400
Other earned		586,333	13,804	600,137	688,537
Investment income and interest		8,462	-	8,462	11,349
<b>Total Incoming Resources</b>	2	<b>916,327</b>	<b>318,727</b>	<b>1,235,054</b>	<b>1,531,286</b>
<b>Resources Expended</b>					
Charitable expenditure:					
Advice, information, training, policy and resource services		925,769	435,453	1,361,222	1,430,234
Grants made	5	-	106,591	106,591	147,969
Management and administration	6	12,007	-	12,007	12,007
<b>Total Resources Expended</b>	4	<b>937,776</b>	<b>542,044</b>	<b>1,479,820</b>	<b>1,590,210</b>
<b>Net Incoming/(Outgoing) Resources before transfers</b>					
		(21,449)	(223,317)	(244,766)	(58,924)
Transfers between funds	1,15	(6,329)	6,329	-	-
<b>Net Incoming/(Outgoing) Resources</b>					
<b>Net income for the year</b>		<b>(27,778)</b>	<b>(216,988)</b>	<b>(244,766)</b>	<b>(58,924)</b>
Total fund balances brought forward at 1 April 2004		86,785	270,660	357,445	416,369
<b>Total fund balances carried forward at 31 March 2005</b>		<b>£ 59,007</b>	<b>£ 53,672</b>	<b>£ 112,679</b>	<b>£ 357,445</b>

The balance on restricted funds represents the amount of funds available for specific projects or activities which were not finished at the year end. These funds are therefore necessary to complete the project or activity in the next year and are not a surplus available to the charity for other purposes. A condition of funding these projects or activities is that if the project was not completed for any reason the remaining funds are required to be repaid to the donor or grantor.

The Quality Development Initiative project finished during the year. There were no acquisitions and no other discontinued operations during 2005 or 2004. There were no recognised gains and losses or movement on reserves for 2005 or 2004 other than those included in the Statement of Financial Activities.

The notes on pages 14 to 24 form part of these financial statements.

**LONDON ADVICE SERVICES ALLIANCE COMPANY LIMITED**

**BALANCE SHEET  
As at 31 March 2005**

	Note	£	2005 £	£	2004 £
<b>FIXED ASSETS</b>					
Tangible fixed assets	11		<b>40,926</b>		13,842
<b>CURRENT ASSETS</b>					
Debtors	12	<b>114,214</b>		123,489	
Cash at bank and in hand		<b>75,265</b>		493,176	
			<u>189,479</u>	<u>616,665</u>	
<b>CREDITORS: amounts falling due within one year</b>	13	<b>(50,055)</b>		<b>(157,332)</b>	
<b>NET CURRENT ASSETS</b>			<u>139,424</u>		<u>459,333</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>180,350</b>		473,175
<b>DEFERRED INCOME</b>	14		<b>(67,671)</b>		<b>(115,730)</b>
<b>NET ASSETS</b>			<u>£ 112,679</u>		<u>£ 357,445</u>
<b>FUNDS</b>					
Unrestricted funds					
General			<b>24,524</b>		14,785
Designated			<b>34,483</b>		72,000
			<u>59,007</u>		<u>86,785</u>
Restricted funds			<b>53,672</b>		270,660
	15, 16		<u>£ 112,679</u>		<u>£ 357,445</u>

The financial statements were approved by the Board of Trustees on 12 July 2005 and signed on its behalf by:

Eizabeth Sewell  
Chair

Noeleen Adams  
Treasurer

The notes on pages 14 to 24 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 March 2005**

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**1. ACCOUNTING POLICIES**

A summary of the principal accounting policies, all of which have been applied consistently throughout the year and with the preceding year, is set out below.

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention and in accordance with Statement of Recommended Practice "Accounting and Reporting by Charities", issued in October 2000, and with applicable accounting standards. The financial statements include the results of the company's operations which are described in the Annual Report and all of which are continuing.

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

**1.2 Turnover**

Total incoming resources as shown in the Statement of Financial Activities is the turnover of the company. It represents the value of fees, grants and donations receivable in the ordinary course of business excluding VAT where applicable. It includes the total amount of capital grants receivable in the year.

Voluntary income received by way of donations and gifts to the company is included in full in the Statement of Financial Activities when received. Intangible income is not included unless it represents goods or services which would have otherwise been purchased.

**1.3 Tangible fixed assets and depreciation**

Tangible fixed assets with a value of £1,500 or more are capitalised at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment	-	33%	Straight line
Fixtures & fittings	-	33%	Straight line

**1.4 Operating leases**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to Statement of Financial Activities as incurred on a straight line basis.

**1.5 Restricted funds**

Restricted funds are incoming resources generated for the charity's purposes and which are to be used for the specified purposes as laid down by the donor. Expenditure which meets this criteria is identified to the fund, together with a fair allocation of overheads and support costs. Fund balances carried forward are those necessary to complete the project or activities for which the funds were provided. In the event of insufficient funds being raised for the project or activity a transfer is made from the unrestricted funds of the amount of the shortfall.

**1.6 Unrestricted funds**

Unrestricted funds are donations and other incoming resources received or generated for the charity's purposes.

**1.7 Resources expended**

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 March 2005**

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**1.8 Pensions**

The company has a defined contribution pension scheme. The company contributes 3% of gross salary to the scheme or to the employee's personal pension scheme. The charge to the Statement of Financial Activities represents the amounts payable to the funds during the year.

**1.9 Grants**

Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation on the fixed assets purchased with such grants is charged against the restricted fund over the expected useful life of the asset.

Grants of a revenue nature are credited to incoming resources in the period in which they are receivable. Grants receivable in advance for specified future periods are carried forward as deferred income.

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 March 2005

2. INCOMING RESOURCES

	Grants	Other income	Total Funds 2005	Total Funds 2004
	£	£	£	£
Advice support services				
Advocacy	133,012	123,328	256,340	249,562
Advice and training	37,012	181,475	218,487	213,908
Rightsnet and review	80,056	28,732	108,788	84,460
Specialist support	-	109,287	109,287	216,785
Training	4,687	-	4,687	-
	<u>254,767</u>	<u>442,822</u>	<u>697,589</u>	<u>764,715</u>
Policy and development				
Policy	25,000	4,514	29,514	27,089
Quality development initiative	-	-	-	263,692
	<u>25,000</u>	<u>4,514</u>	<u>29,514</u>	<u>290,781</u>
ICT services				
Information systems	66,905	18,249	85,154	132,787
AIMS	-	109,915	109,915	102,010
Circuit Rider				
- conference	12,500	7,838	20,338	-
- movement	21,258	-	21,258	16,393
- project	-	-	-	60,110
ChangeUp programme	78,372	-	78,372	-
Computanews	19,959	11,273	31,232	34,285
MultiKulti (Big Lottery)	41,394	-	41,394	-
MultiKulti (NOF)	99,803	8,553	108,356	130,205
Refugee training	5,966	5,966	11,932	-
	<u>346,157</u>	<u>161,794</u>	<u>507,951</u>	<u>475,790</u>
	<u>£ 625,924</u>	<u>£ 609,130</u>	<u>£ 1,235,054</u>	<u>£ 1,531,286</u>

Incoming resources in note 2 and total resources expended in note 4 include both restricted and unrestricted income and expenditure. Incoming resources for restricted funds in note 15 only includes restricted income.

Other income includes income from commissions, training courses, publications, the sale of software and software licence renewals and other income.

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 March 2005

3. GRANTS AND DEFERRED INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2005	Total Funds 2004
	£	£	£	£
<b><u>Receivable in year</u></b>				
Association of London Government				
Revenue	240,751	-	240,751	401,250
New Initiative Funding	-	-	-	100,000
Big Lottery Fund				
MultiKulti	-	35,961	35,961	-
Community Fund				
Circuit Rider	-	-	-	60,110
Quality Development Initiative	-	-	-	163,692
New Opportunities Fund				
MultiKulti	-	83,506	83,506	122,705
Active Community Unit				
Circuit Rider conference	-	12,500	12,500	-
ChangeUp programme	-	78,372	78,372	-
ICT consortium	-	17,673	17,673	-
Esmee Fairbairn Foundation	-	16,258	16,258	16,393
European Social Fund	-	5,966	5,966	-
Legal Services Commission	-	44,687	44,687	40,000
Lloyds TSB Foundation	-	10,000	10,000	-
Other	-	-	-	7,500
	<b>£ 240,751</b>	<b>£ 304,923</b>	<b>£ 545,674</b>	<b>£ 911,650</b>
<b><u>Deferred grants</u></b>				
<b>Brought forward from previous year</b>				
Association of London Government	80,250	-	80,250	
	<b>£ 80,250</b>	<b>£ -</b>	<b>£ 80,250</b>	<b>£ -</b>
<b>Carried forward to next year</b>				
Association of London Government				
Revenue	-	-	-	80,250
<b>Net deferred grants</b>	<b>£ 80,250</b>	<b>£ -</b>	<b>£ 80,250</b>	<b>£ (80,250)</b>
<b>Total for the year</b>	<b>£ 321,001</b>	<b>£ 304,923</b>	<b>£ 625,924</b>	<b>£ 831,400</b>

£240,751 was received from the Association of London Government as a contribution towards Lasas range of services to advice agencies. £321,000 was applicable to 2004/2005. £80,250 was received in 2003/2004 for the 2004/2005 year.

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 March 2005

4. TOTAL RESOURCES EXPENDED

	Fees & staff costs	Direct and support costs	Premises costs & overheads	Total Funds 2005	Total Funds 2004
	£	£	£	£	£
Advice support services					
Advocacy	171,302	57,360	18,836	247,498	233,733
Advice and training	159,433	63,075	17,016	239,524	207,506
Rightsnet and review	70,721	30,684	8,852	110,257	127,829
Specialist support	66,676	22,950	7,004	96,630	171,713
	<u>468,132</u>	<u>174,069</u>	<u>51,708</u>	<u>693,909</u>	<u>740,781</u>
Policy and development					
Policy	20,728	11,371	3,731	35,830	36,766
Quality development initiative	34,621	111,615	1,242	147,478	264,743
	<u>55,349</u>	<u>122,986</u>	<u>4,973</u>	<u>183,308</u>	<u>301,509</u>
ICT services					
Information systems	43,967	38,953	12,367	95,287	177,740
AIMS	96,908	32,130	10,857	139,895	124,160
Circuit Rider					
- conference	10,633	8,566	1,141	20,340	-
- movement	14,832	4,304	1,579	20,715	6,271
- project	35,608	9,659	1,678	46,945	55,906
ChangeUp programme	71,962	5,225	1,185	78,372	-
Computanews	5,686	12,306	1,274	19,266	29,166
MultiKulti (Big Lottery)	34,437	5,093	1,864	41,394	-
MultiKulti (NOF)	106,464	16,257	5,736	128,457	154,677
Refugee training	10,227	1,291	414	11,932	-
	<u>430,724</u>	<u>133,784</u>	<u>38,095</u>	<u>602,603</u>	<u>547,920</u>
	<u>£ 954,205</u>	<u>£ 430,839</u>	<u>£ 94,776</u>	<u>£ 1,479,820</u>	<u>£ 1,590,210</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
For the year ended 31 March 2005

**5. BURSARIES MADE FOR THE QUALITY DEVELOPMENT INITIATIVE PROJECT**

	<b>Total Funds 2005</b>
	£
Action for Social Integration	5,000
Age Concern Barnet	5,000
Age Concern Enfield	4,779
Age Concern Harrow	5,000
Brent Homeless Users' Group	5,000
Brent Somali Community Organisation	5,000
Carers Support Harrow	5,000
Disability Action in the London Borough of Barnet	4,951
Enfield CAB	5,000
Enfield Law Centre	5,000
Harrow and Barnet CABs	9,900
IFTIN Network	5,000
Kulmis Advisory Services	4,996
Muslim Youth Helpline	4,295
Rephael House Trust	4,887
Shakti Sewa	5,000
Somali Enfield Community and Cultural Association	5,000
Tamil Refugee Centre	5,000
Other	12,783
	<b>£ 106,591</b>

**6. MANAGEMENT AND ADMINISTRATION OF THE CHARITY**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2005</b>	<i>Total Funds 2004</i>
	£	£	£	£
Salaries and other staffing costs	7,750	-	7,750	7,750
Auditors' remuneration	4,000	-	4,000	4,000
Subsistence	197	-	197	197
Postage	60	-	60	60
	<b>£ 12,007</b>	<b>£ -</b>	<b>£ 12,007</b>	<b>£ 12,007</b>

**NOTES TO THE FINANCIAL STATEMENTS**  
For the year ended 31 March 2005

**7. LOCAL GOVERNMENT AND HOUSING ACT 1989**

The company received financial assistance from the Association of London Government. As required by the Local Government and Housing Act 1989, the following information is given.

£80,250 was received in 2003/2004 for 2004/2005 and £240,751 was received in 2004/2005 as a contribution towards Lasa's range of services to advice agencies, a total of £321,001. The grant has been fully expended.

**8. NET INCOMING/(OUTGOING) RESOURCES**

Net incoming/(outgoing) resources is stated after charging:

	<b>2005</b>	<b>2004</b>
	£	£
Depreciation of tangible fixed assets		
- owned by the company	<b>14,210</b>	16,596
Auditors' remuneration		
- for audit services	<b>4,000</b>	4,000
- for other services	<b>5,743</b>	9,115
Operating lease rentals		
- land and buildings	<b>72,005</b>	51,995
	<b>72,005</b>	51,995

No member of the Board of Trustees received any emoluments. Out of pocket expenses reimbursed were less than £100 (2004 - £100). No employee received emoluments of £50,000 per annum or more.

**9. STAFF COSTS**

Staff costs were as follows:

	<b>2005</b>	<b>2004</b>
	£	£
Wages and salaries	<b>938,752</b>	922,240
Social security costs	<b>91,742</b>	95,188
Pension costs	<b>25,223</b>	36,615
	<b>£ 1,055,717</b>	£ 1,054,043

The average monthly number of full-time equivalent employees during the year was as follows:

	<b>2005</b>	<b>2004</b>
Service delivery	<b>27</b>	27
Administration	<b>4</b>	4
	<b>27</b>	27

**10. TAXATION**

The company is a charity and claims exemption from corporation tax under s505(1) ICTA 1988.

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 March 2005

11. TANGIBLE ASSETS

	Office Equipment £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 1 April 2004	126,538	2,835	129,373
Additions	41,294	-	41,294
At 31 March 2005	<u>167,832</u>	<u>2,835</u>	<u>170,667</u>
<b>Depreciation</b>			
At 1 April 2004	112,696	2,835	115,531
Charge for year	14,210	-	14,210
At 31 March 2005	<u>126,906</u>	<u>2,835</u>	<u>129,741</u>
<b>Net Book Value</b>			
At 31 March 2005	<u>£ 40,926</u>	<u>£ -</u>	<u>£ 40,926</u>
At 31 March 2004	<u>£ 13,842</u>	<u>£ -</u>	<u>£ 13,842</u>

12. DEBTORS

	2005 £	2004 £
<b>Due within one year</b>		
Trade debtors	62,797	60,428
Other debtors	5,908	6,553
Prepayments	27,072	4,756
Grants in arrears	18,437	51,752
	<u>£ 114,214</u>	<u>£ 123,489</u>

13. CREDITORS:

Amounts falling due within one year

	2005 £	2004 £
Trade creditors	27,629	61,439
Social security and other taxes	9,929	37,207
Other creditors	5,866	52,340
Accruals	6,631	6,346
	<u>£ 50,055</u>	<u>£ 157,332</u>

Included in other creditors is an amount of £199 in respect of pension contributions. (2004 £618).

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 March 2005

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14. DEFERRED INCOME

	2005	2004
	£	£
At 1 April 2004	115,730	96,395
Less amount released to incoming resources	(115,730)	(92,427)
Plus amount deferred in the year	67,671	111,762
	<hr/>	<hr/>
At 31 March 2005	£ 67,671	£ 115,730
	<hr/> <hr/>	<hr/> <hr/>

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 March 2005

15. STATEMENT OF FUNDS

	At 1 April 2004	Income	Expenditure	Transfers	At 31 March 2005
	£	£	£	£	£
General funds	14,785	916,327	(937,776)	31,188	24,524
Designated funds					
Research and development	30,000	-	-	(30,000)	-
Staff costs	42,000	-	-	(7,517)	34,483
Total unrestricted funds	86,785	916,327	(937,776)	(6,329)	59,007
<b>Restricted funds</b>					
AIMS	69,319	-	(29,980)	-	39,339
ChangeUp programme	-	78,372	(78,372)	-	-
Circuit Rider					
- conference	-	20,338	(20,340)	2	-
- movement	10,122	16,258	(15,715)	-	10,665
- project	40,618	-	(46,945)	6,327	-
ICT consortium	-	17,673	(17,673)	-	-
MultiKulti - Big Lottery	-	35,961	(35,961)	-	-
MultiKulti - NOF	3,123	83,506	(86,629)	-	-
Quality Development Initiative	147,478	-	(147,478)	-	-
Refugee training	-	11,932	(11,932)	-	-
Rightsnet	-	50,000	(48,332)	-	1,668
Training	-	4,687	(2,687)	-	2,000
Total restricted funds	270,660	318,727	(542,044)	6,329	53,672
Total funds	357,445	1,235,054	(1,479,820)	-	112,679

**Designated funds**

Research and development

The £30,000 previously designated for research and development on the use of information technology for advice and information providers is not now required. The fund has been re-designated to replenish the staff costs fund, most of which was used during the year.

Staff costs

£37,517 was spent during the year on maternity absences. As described above, £30,000 has been re-designated from research and development, leaving a balance of £34,483 in the fund for unexpected staff costs such as redundancy, maternity and long term sickness.

Incoming resources for restricted funds in note 15 only includes restricted income. Incoming resources in note 2 and total resources expended in note 4 include both restricted and unrestricted income and expenditure.

**Transfers**

Where there are insufficient funds for a project the amount of the shortfall is transferred from unrestricted funds.

**NOTES TO THE FINANCIAL STATEMENTS**  
For the year ended 31 March 2005

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2005 £
Fund balances at 31 March 2005 are represented by			
Tangible fixed assets	40,926	-	40,926
Current assets	130,140	59,339	189,479
Current liabilities	(44,388)	(5,667)	(50,055)
Deferred income	(67,671)	-	(67,671)
	<b>£ 59,007</b>	<b>£ 53,672</b>	<b>£ 112,679</b>

**RESTRICTED FUNDS**

	Tangible Fixed Assets £	Net Current Assets £	Net Current Liabilities and Deferred Income £	Total £
AIMS	-	39,339	-	39,339
Circuit Rider movement	-	10,665	-	10,665
Quality Development	-	5,667	(5,667)	-
Rightsnet	-	1,668	-	1,668
Training	-	2,000	-	2,000
	<b>£ -</b>	<b>£ 59,339</b>	<b>£ (5,667)</b>	<b>£ 53,672</b>

**17. OTHER COMMITMENTS**

At 31 March 2005 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings		Other	
	2005	2004	2005	2004
	£	£	£	£
<b>Expiry date:</b>				
Within 1 year	84,500	50,000	440	440
Between 2 and 5 years	84,500	50,000	-	-

**18. CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES**

At the end of the year there were no other capital commitments, contingent liabilities or other financial commitments for which full provision has not been made in these financial statements (2004 £Nil).

DETAILED INCOME AND EXPENDITURE ACCOUNT  
For the year ended 31 March 2005

	Page	2005 £	2004 £
<b>INCOME</b>			
Grants	26	625,924	831,400
Other earned income	26	609,130	699,886
<b>TOTAL INCOME</b>		<b>1,235,054</b>	<b>1,531,286</b>
<b>Less: EXPENDITURE</b>			
Activity costs	26	(1,390,065)	(1,517,093)
Management and administration	26	(17,750)	(21,122)
Establishment expenses	27	(72,005)	(51,995)
<b>TOTAL EXPENDITURE</b>		<b>(1,479,820)</b>	<b>(1,590,210)</b>
<b>DEFICIT ON ORDINARY ACTIVITIES</b>		<b>(244,766)</b>	<b>(58,924)</b>
Less: Restricted funds carried forward		(53,672)	(270,660)
<b>SURPLUS BROUGHT FORWARD</b>		<b>357,445</b>	<b>416,369</b>
<b>UNRESTRICTED SURPLUS CARRIED FORWARD</b>		<b>59,007</b>	<b>86,785</b>
<b>RESTRICTED FUNDS CARRIED FORWARD</b>		<b>53,672</b>	<b>270,660</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>£ 112,679</b>	<b>£ 357,445</b>

**LONDON ADVICE SERVICES ALLIANCE COMPANY LIMITED**

**SCHEDULE TO THE INCOME AND EXPENDITURE ACCOUNT**  
For the year ended 31 March 2005

	2005 £	2004 £
<b>GRANTS</b>		
London Boroughs Grants Committee	240,751	401,250
LBGC - Quality development initiative	-	100,000
Other	<b>304,923</b>	410,400
	<u>545,674</u>	<u>911,650</u>
Applicable to next year	-	(80,250)
Brought forward from previous year	<b>80,250</b>	-
	<u><b>£ 625,924</b></u>	<u><b>£ 831,400</b></u>
 <b>OTHER EARNED INCOME</b>		
Donations	531	-
Bank interest receivable	8,462	11,349
Other	<b>600,137</b>	688,537
	<u><b>£ 609,130</b></u>	<u><b>£ 699,886</b></u>
 <b>ACTIVITY COSTS</b>		
Salaries	931,002	914,490
Pensions	25,223	36,615
Employers NI	91,742	95,188
Staff training	9,193	10,998
Staff recruitment	6,760	22,627
Grants made	106,591	147,969
Depreciation	12,342	21,586
Other	<b>207,212</b>	267,620
	<u><b>£ 1,390,065</b></u>	<u><b>£ 1,517,093</b></u>
 <b>MANAGEMENT AND ADMINISTRATION</b>		
Staff salaries	7,750	7,750
Accommodation and subsistence	197	197
Postage	60	60
Auditors remuneration	<b>9,743</b>	13,115
	<u><b>£ 17,750</b></u>	<u><b>£ 21,122</b></u>

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LONDON ADVICE SERVICES ALLIANCE COMPANY LIMITED

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SCHEDULE TO THE INCOME AND EXPENDITURE ACCOUNT  
For the year ended 31 March 2005

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	2005 £	2004 £
<b>ESTABLISHMENT EXPENSES</b>		
Rent	<u>72,005</u>	<u>51,995</u>
	<u>£ 72,005</u>	<u>£ 51,995</u>