



"Embracing Disability, Empowering Lives"

SoLO Life Opportunities

38 Walnut Close,

Chelmsley Wood B37 7PU

## ANNUAL REPORT AND FINANCIAL STATEMENTS FOR 2018/19



The Trustees present their report and the audited financial statements of the charity for the year ended 31 March 2019. The Trustees have adopted the Services of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual report and financial statements of the charity.

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## SoLO's Charitable Objectives

*"To help empower children, young people and adults with learning disabilities to achieve their full potential, to encourage their integration in society and improve their conditions of life in particular by the Service, or assistance in the Service, of facilities for them, their families and carers"*

Within SoLO we see our members with a learning disability spending time in an environment that is comfortable, safe and secure enabling them to be stretched, challenged and take risks. We are happy with what we see, but we want more. In the future, we want to ensure that our members are not excluded from society in institutional settings, but are provided with an environment that equips them for the future. We want to give them the skills and experience they need to become free-thinking people able to make choices and take control of their lives. We want to see the lives of our children with a learning disability enhanced as they become adults, not shrink with less opportunity and less freedom. For adults with a learning disability, we want to provide them the chance to experience all that life has to offer, have fun and be happy.

## OUR VISION

**Enable our members to realise their full potential with the support and encouragement of a skilled and dedicated team, through the development of high-quality opportunities.**



## SoLO's Journey

### Chair's Report (Jan Prior)

Through a year of change and constants it's good to report that SoLO has continued to grow and flourish as it supports its members, offering more and more opportunities. With growth in its Personal Assistant, Overnight Breaks and now an established Supported Living, with two houses and a third house on-stream, SoLO is creating more independence for our members.

One significant change is in leadership with Janet Down retiring as CEO of SoLO after 18 years of successfully establishing a strong organisation. Karon Swinburn took over the reins in February 2019 and brings with her much experience of Learning Disabilities, Sport and other Care environments. Karon, the Board and the whole team see more exciting opportunities for development to ensure that SoLO continues to empower and embrace its members to have a good range and quality of options for their daily lives.

What has remained constant during this transitional time for SoLO is ongoing passion from its volunteers and staff to maintain its much-valued children's activities, daytime and evening activities for young people and adults. We continue to strive to provide more for less and serve our members well and I thank everyone within SoLO for their continuing support to achieve this.

### Chief Executive Officer's Report (Karon Swinburn)

I am really pleased to have joined SoLO as your CEO, taking the reins from Janet Down who has retired from SoLO but gone on to do other exciting things. I would like to extend my thanks to Janet for building such a fantastic organisation, with such a credible reputation and I am proud to take over from her.

I spent the last two months of the last financial year learning about the organisation, about its projects, its staff, its volunteers and about its many partners. I truly have a very dedicated team of people who work together to maintain the organisation's values in its delivery to ensure our members work towards reaching their potential.

I have also started to look at consolidating everything that SoLO does and looking at what we do and what measures we can put in place to continue to be robust as an organisation and to prepare SoLO for the next stage of its journey. I am acutely aware that this is an ongoing process and we cannot change overnight. I think it is vitally important that all stakeholders are involved and we will also revisit our strategy in order to prepare for the future.

I would like to thank everyone involved with SoLO and I hope you are all as excited as I am for the future.

### Voice Ambassador's Report (Scott Embley)

This year has been mainly concentrating on promoting SoLO at various events such as the national HealthCare Conference, raising the profile of SoLO to healthcare professionals, as well as promotions with some of our corporate and community partners.

Sitting on the Trustee Board has enabled me to influence the decisions that are made for the wellbeing and future of our members.

I also deliver Disability Awareness Training as part of our Induction Training programme which is rolled out to all staff and volunteers as they join the organisation. I am able to give them a perspective on some aspects of disability that they might not be aware of. I look forward to expanding this aspect of my role, as well as continuing a programme of project visits to make sure that the Member's Voice is always at the forefront of SoLO's thinking.



## Values into Action

SoLO has always based its operations on a strong set of values. These are regularly reviewed with all of SoLO's stakeholders to ensure that they remain relevant. During the year, we have worked to embed these values into everything we do to ensure that we always deliver to STAR Quality.

### Safe

- services are fully risk assessed, using appropriate equipment and resources
- staff act with professionalism and are vigilant at all times
- venues and environments are fit for purpose



### Trusted

- positive relationships are evidenced
- delivers on promises
- reliable, prompt and responsive staff who are honest in all their dealings



### Adaptable

- fun activities, fully inclusive and person-centred
- staff who listen and respond to the needs of every individual
- appropriate and creative resources are used



### Resilient

- responds to change, maintaining focus on aims and objectives
- learns from mistakes
- keeps the needs of its members at the heart of all it does



### QUALITY

- services offer good value for money
- staff who go the extra mile to consistently ensure high standards
- SoLO members achieve positive outcomes

These values are used as a tool to assess both staff and volunteer performance and as a gauge to measure the services that SoLO provides.

**In the following pages, names have been changed to protect individual identities.**



## Term Time and Holiday Activities

### Holiday Activities Age 6-12s, School years 2 to 8

This project provides specialist age-appropriate leisure, sports and social activities focusing on children's social and emotional needs, self-esteem and friendship groups. We have very close links with special needs schools and arc units. Parents are afforded respite, and for many choose this time to have 1:1 time with their other children.

Hatchford Brook Youth Club continues as the venue for in-house sessions, with trips out to Alton towers, the Cotswolds and Think Tank. The Thursday Service is run from the Adventure playground in Meriden – with swimming afterwards. An annual residential is also offered.

### Statistics

**Children supported: 73**

**504 individual experiences**

**Total number of hours delivered: 401.5 hrs**

**26 holiday sessions of 5.5 hours a day, with 18 children attending** (which can be over-subscribed)

### Comments from Parents and Members

*"Hi Kat, this was Kelly's first experience of the summer and she has loved every minute of it. She's come home buzzing every day and looked forward to each activity. She will certainly miss it when she goes back to school! I just wanted to express our gratitude to such a wonderful organisation. You have transformed the 6 weeks school holiday for her and have made the holidays a little easier for us too. Her brother Mike is looking forward to joining hopefully in the autumn term too. So big thank you to all at SoLO :)"*

*"Hi Kat, thank you for all your hard work and commitment throughout all the ongoing activities".*

*"Julie will no longer be in the 6-12's but she has had a wonderful time and all the staff, especially yourself, have been so brilliant and warm towards her and her needs as well as myself"*

*"We will miss you and we hope to get the odd message and updates from yourself".*

#### Parent Feedback from the Residential in Feb 2019

*"Thank you to all the staff for their help and support. We are very grateful".*

*"She got to try activities that she wouldn't normally have done due to the support given. Was amazed she did abseiling!"*



## **Term time Activities for Primary School age children**

This specialist service accommodates 85 children attending across a variety of 5 projects, with 205 hours of specialist service accessed.

### **Forest Oak After-School Club**

Forest Oak offers a safe and friendly environment where the young children participate in activities such as arts and crafts, baking and ICT, as well as free choice. It runs on a Wednesday evening for school years 3-8.

**14 children attend for 36 sessions a year**

### **Case study**

Luke started to shine through as a natural leader with games when we played quizzes and had competitions. He offered support and encouragement to his peers, especially Ashleigh when she came as a new face to the group.

He now comes to the club enthusiastic, happy and full of energy. He especially loves outside play times. He has displayed a great sense of belonging to the group and joins in every activity. He gets along with his peers which has helped him to build his confidence and new friendships.

### **Adventure Playground**

This is a free service offered on Thursday evenings for school years 2-8, with 14 children attending weekly.

### **Saturday Super Friends**

This is a fortnightly service running at Hatchford Brook Youth Club. It is a two hour project with 18 children attending 21 sessions a year, for school years 4-8.

It is a safe and fun environment for young people to have fun with their peers. Many of the children who attend go to Hazel Oak School, so this gives them the opportunity to have fun with their friends outside of school with activities such as arts and crafts, gaming and sports – as well as trips out.

## **Comments from Parents and Members**

*"Thomas lives for Saturday Super Friends. I think he knew everyone there".*

### **Access all areas – School Years 1-13**

This is a term time Service with children attending a variety of mainstream group activity i.e. Cubs, Scouts, Beavers etc. SoLO staff work very closely with the Scout Leaders – and they in turn have fundraised for SoLO.

## Comments from Scout Leader/Parents

*"I will say that Gerry and Jo did an amazing job last night with the disco keeping their respective children engaged in the activities and evening, even with the events that unfolded and they are truly a credit to SoLO".*

*"As a Scout Group we benefit greatly from the support offered to the children from SoLO who support a number of our Scout groups. If possible please could this money be put towards the Services for children?"*

*"Hi Kat, Emily is now invested in cubs, I'm very proud!"*



## Teen Open Door

Teen Open Door is a specialist after school club for teenagers with severe, profound learning disabilities. The group takes part in a different activity each week which is adapted by experienced staff to ensure that despite their disabilities members are able to have fun with their friends after school. The group also has dinner together. Those who are able and wish to help staff with cooking and laying the table and they also help to clear away at the end of the session. All of this is supporting their independence and life skills.

## Statistics

**Number of experiences: 540**

**Hours of specialist service delivered term time: 2160**

**Age range: 11 years – 19 years**



## Teen Scheme

Teen Scheme is a holiday activity for young people with severe, profound learning disabilities. It offers a mixed activity programme including specialised in-house activities and trips out.

This year we ran a Teen Scheme activity residential at the Pioneer Centre. The group took part in climbing, abseiling, zip wire, archery and the big bounce – all of these activities were accessible meaning that the two young people in the group who use a wheelchair were able to take part in everything. The group had an amazing time and parents were so grateful that their children were able to take part.

### Comments from Parents, Members & Staff

*"Please say a personal thanks from me to all the staff who were on the weekend because they give up their time to take the kids away and ensure they have all these amazing experiences and I know it's not an easy time for the staff looking after all the kids with their different needs. They are fab!"*

*'Who would have thought you could have that much fun at work?!'*

### Statistics

**Number of experiences: 327.5**

**Hours of specialist Service delivered: 1801.25**

**Age range: 11 years – 19 years**

## Secondary Age Project Delivery - 8 Specialist term time Services, 1 Holiday Service – age range 9 to 25 years

A specialist, age appropriate service for leisure, sports and social activities together with trips out in the community. It enables travel independence, confidence, self-esteem, social skills, friendships and coping strategies for mental health issues. It allows the members to develop as individuals, exercise, relax and enjoy themselves in safe and supportive environments, whilst supporting the parents and families from going into crisis with much-needed respite and support.

### Statistics

**13+ Holiday Activities:** 26 Sessions of 5.5hours each supporting 18 members = **2574 hours** of specialist Service

**Access Areas Groups:** Swimming North, Swimming South, Tennis, Football – Ice Skating

36 sessions of 2 hours supporting 81 members = **5832 hours** of specialist service

**Musical Youth:** 22 session of 2.5 hours supporting 13 members = **715 hours** of specialist service

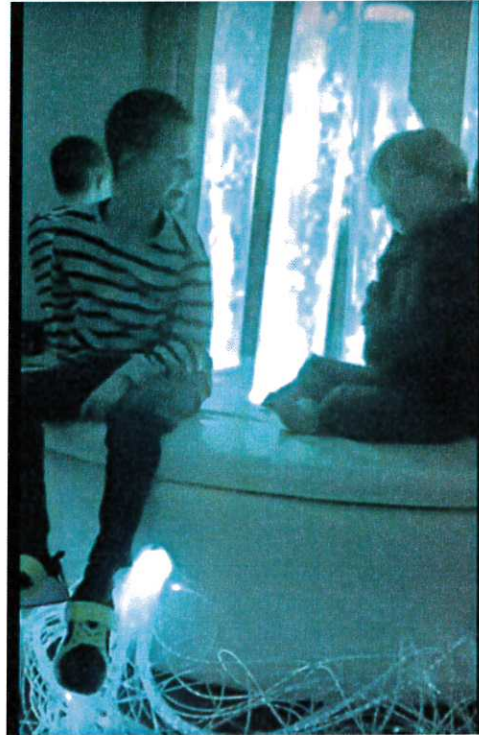
**Totally Arts:** 23 sessions of 2.5 hours supporting 17 members = **977.5 hours** of specialist service.

**Youth Club:** 36 sessions of 3 hours supporting 19 members = **2052 hours** of specialist service

**Safe Time Out:** 36 sessions of 2 hours supporting 16 members = **1152 hours** of specialist service.

**Total Secondary Age Moderate Learning Disability Project hours delivered: 13,302.5 Hours**

**Total Secondary Age Moderate Learning Disability Project Respite hours delivered to parents: 13,302.5 Hours**







## Overnight Breaks and Evening Activities

### Overnight Breaks Service

This service began almost two years ago and during this time we have provided numerous opportunities such as; 1:1 individual breaks, 1 night and 2 night breaks, a Moving On programme and holidays to Blackpool. The Overnight Breaks Service has allowed members from all walks of life and age groups to experience nights away with friends, allowing for parents/carers to have much needed respite. The staffing team for the Overnight Breaks has grown with staff and volunteers asking to take part in the sleepovers. All members who accessed the Moving On programme have been equipped with the relevant skills they need in order to move into supported living, many members being regulars to the overnight breaks and able to practise their skills during each break.

### Statistics

**145 members**

**346 experiences**

**3496 hours delivered**

### A Member's Experience

*"One of the really important things about the overnight breaks is that Leanne gets to spend time with friends she doesn't see very often. They are all different ages, went to Reynalds Cross School and left at different times to go to different colleges. She loves meeting her friends at SoLO as often this is the only time each month that she gets to see them. It's such an important lifeline for them to be able to see and communicate with their friends. Many of her friends have busy families who are unable to fetch and collect them and ferry them about to meet up. Also, many have PAs which means their time is taken up with going out with their PA which also reduces their time when they can meet with each other."*

### Drop-Ins

Our community-based drop in projects: Night Owl, Waterloo, Thursday Crew and Funky Fridays all enable our members to live independent lives. The projects encourage members to interact with their friends, have a drink and enjoy mainstream activities in a social club setting. These allow links and relationships to form with local businesses and communities. We have great links with Kingshurst Labour Club, The Crown in Acocks Green and the Ivy Leaf Social Club in Sheldon - all venues accommodating our groups and allowing SoLO to use the rooms for a discounted price or for free.

Without the staff and volunteers the projects would not be the same and from the Project Leader to Volunteer DJ, the whole team is fully involved and enthusiastic supporting the members to have the night they all deserve.

### Statistics

**250 members**

**9487 experiences**

**12,670 hours delivered**

## **Get Active**

This is a project that runs on a fortnightly basis on a Saturday afternoon. It has no base. The members, staff and volunteers use different venues each session to meet and enjoy and activities together. These include: Sheldon Country Park, Edgbaston and Shustoke reservoirs, Cannon Hill Park, Four Ashes driving range and going along to watch the Solihull Barons Ice Hockey games. All activities aim to encourage healthy eating, exercise and staying active. The members enjoy coming along to practise their skills, socialise with their friends and enjoy the fresh air. Get Active enables members and staff to experience being out and about in the community and interact with the general public. As a group they also support SoLO at community events such as Fun Runs and Fun in the Park and organise activities to raise money for SoLO, such as sponsored walks and swims.

### **Statistics**

**15 members**

**222 experiences**

**800 hours delivered**

## **Time Out**

Time Out is a fortnightly project that runs from Solihull Fire Station SoLO base on a Saturday afternoon, based on a 1:2 staffing ratio. Time Out staff and members enjoy putting together their own planners, ensuring they have a visit out to access swimming, cinema and park. The base activities provide social interaction, independent skills and enjoying down time with a planned activity.

### **Statistics**

**10 members**

**200 experiences**

**600 hours delivered**

## **SoLO Choir**

SoLO Choir has had a busy and happy year, performing at Sing for SoLO 2018 and held an afternoon tea with entertainment at Solihull Methodist Church to celebrate the wedding of choir volunteer. Additionally, we have supported fundraising by singing at Dorridge Sainsbury's whilst the team of SoLO volunteers packed bags. This was particularly successful at Christmas and the shoppers seemed to appreciate the choir's festive spirit.

As always, performing for family and friends is a highlight. We held a concert in June coinciding with a member's 21st birthday, and hired a room at the Methodist Church hall for a wonderful Christmas celebration. Both of these occasions included solos by all of our choir members as well as group numbers.

We continue to use and promote Makaton at choir, which builds communication between all. Choir includes some people who use Makaton for their main means of communicating and it is particularly rewarding to see friendships building as other members learn more signs. The choir participates in The Makaton Charity's "sign of the week" by making videos to demonstrate each



sign for the charity to share. Where possible, a song is performed that includes the chosen sign and these are very popular, and give even more performance opportunities to our members.

We were invited to be part of The Makaton "Countdown to Christmas" again. Our video of "Rockin' Around the Christmas Tree" was the highlight of the month, and selected to be the song for Christmas Eve. The volunteer leader was asked by Makaton to write "my Makaton story" for their blog about how SoLO choir started and how we use Makaton within the group. This also attracted local newspaper publicity.

As a volunteer-led project, we are especially grateful to our team of volunteers who devote their Friday evenings to singing and signing with the ten choir members, and to the PAs who support individuals to make it possible for them to be part of the group. For many, volunteers and members alike, Friday evening is the highlight of the week and we enjoy sharing and supporting each other through the highs and lows of life. We are particularly fond of birthdays and there is always a cake when it is the week of a member or volunteer's birthday!

## Statistics

**480 experiences**

**720 hours delivered**

### Daylight

The Daylight projects run Monday to Friday from our venues in Chelmsley Wood and Central Solihull. "Daylight" and "Daylight Plus" are for adults with mild to moderate learning disability.

**Daylight** started 9 years ago with the aim to provide individuals with a suitable alternative to the traditional "Day Centre" and an opportunity to access meaningful activities in a safe environment on a 1:4 staffing ratio.

**Daylight PLUS** started 3 years ago to offer more places at each venue, and also to accommodate members who needed a smaller group environment due to sensory or behavioural needs, and with more places for people who need 1:1 support.

We work with our members, the people who know them well and other relevant people and professionals involved in their life. This involves regular communication with parents and carers to ensure continuity of care and support, attending and facilitating meetings with Social Workers, Speech Therapists, Psychologists etc when appropriate.

Our aim is to provide a positive and meaningful experience, where people enjoy and look forward to coming to project. The activity programme is formulated from the ideas of the activities that members want to do, voted for democratically by the group and incorporated into a structured and varied timetable. All activities incorporate a core theme of developing and maintaining skills and experiences. Most of all it's about having FUN!

We organise and facilitate a variety of internal and external activities. We regularly celebrate birthdays and have disco, pub and night club theme activities. We regularly access the cinema and go out to pub lunches. Theme Parks and Zoos are popular member choices - as are the Sea Life centre, Cadbury World and Drayton Manor Park. We aim to have one big day trip each year, last year to Severn Valley Railway and Twin Lakes theme park. Plans for 2019 include a visit London on the train.

Here are the core themes and examples of how we incorporate them into activities

- Social skills - developing positive relationships
- Community access - being part of the community
- Choice & risk taking – making our own informed choices.
- Independence
- Personal care
- Communication
- Health & wellbeing
- Cultural

### Positive Outcomes and Case Studies – A Member's Journey

Heidi attends Daylight 1 day a week at Walnut Close. She has moderate learning disabilities and at 63 is one of our oldest members. When she started in September 2017 she was very quiet and would sit and watch the activities, preferring not to join in. Project staff liaised with her Supported Living carers to help her settle in, and as she did not get involved in the activities we were concerned that she may not be happy attending the project or getting much from it. However, her support staff assured us that she would often sit and observe and that when she went home she talked enthusiastically about the activities she did at Daylight. Although she is still quiet and doesn't speak very much she will willingly join in activities and seems settled, continuing to tell her carers how much she enjoys coming.



Joel is a young man with moderate learning disabilities who attends Daylight PLUS 1 day a week. We were contacted by his parents and his social worker in May 2018 to provide a support package for when he returned to his family home following an emergency placement in a mental health unit as a result of a deterioration in his mental health. It was vital that an appropriate support plan was in place before he left the unit to ensure that his mental health was well monitored so immediate action could be taken if there were signs of deterioration. We worked with Joel, his family, his mental health carer and professionals to initially support him on a 1:1 basis in Daylight PLUS. All parties felt that he had settled in so well after 4 weeks that we agreed he could attend on a 1:4 staff ratio. We provided a structured environment with consistent staff support and regular communication with his parents which have resulted in him maintaining good mental health for over a year. He fully participates in activities and has developed positive relationships with other members.

## Statistics

**10,576 half day sessions**

**Supporting a total of 61 members in Daylight & Daylight Plus**

**37 of these members use Daylight projects as part of a personal respite programme, therefore Daylight supports parents/carers at the same time**

## Comments from Parents and Members

*"Thank you so very much, they are loving SoLO" xx*

### Evolve

The Evolve project runs Monday to Friday from our venues at Walnut Close and Solihull Fire Station. Evolve is for adults with PMLD and Complex Care Needs. All members are supported on a 1:1 staffing ratio.

Evolve is a tailor-made, member-led programme providing specialised meaningful activities that breaks away from traditional day centre experiences.

We have a close working relationship with families, care providers and other external professionals involved in their life. This involves regular communication with parents and carers to ensure continuity of care and support, attending and facilitating meeting with social workers, speech therapists, psychologists and education providers.

Evolve promotes independence and encourages positive relationships. We use a variety of the latest hi tech media to enable our members to make positive choices for their activities including Eye Gaze, Interactive white board, Makaton, symbols and photographs. All activities have an element of learning through experience, developing new skills and are full of **excitement!**

Our internal activities always take on a multi-sensory approach. Some of our most popular days are crazy-science, sensory communication and 'Around the World' cultural days. We also have visitors such as Miniature Shetland Ponies and The Ukulele Band. Our external visits include trips to Stratford and Leamington, theatre experiences and meals out. We have positive links with Speech and Language Therapists where we have developed a social story programme that promotes multi-sensory communication skills.

Core themes and examples of how we incorporate them into activities:

- Social Skills - developing positive relationships
- Community access - being part of the community
- Choice & Risk taking – making our own informed choices
- Independence
- Personal care
- Communication
- Health & wellbeing
- Cultural

## Statistics

**2,702 half day sessions, supporting a total of 11 members**

### A Member's Journey – Case Study

John is a young man, aged 19. He has Leber's Congenital Amaurosis, Autism, is registered blind and wears orthopaedic boots to aid his walking. He requires 1:1 support. He also suffers with anxiety.

We received a phone call in the summer of 2018 from a social worker stating that he had rarely attended school in the last 18 months and was becoming more and more reclusive. They asked if we were able to set up some taster sessions for him to attend on Evolve with his current PA.

We arranged for him to attend 2 mornings a week and employed a PA to deliver the support package as well as transport to and from project. It was very important that the PA encouraged him to socialise in the group and engage fully in the activities but with a gentle approach that enabled him to make independent choices. Within a few weeks, he was so keen to attend that he was excited at home in the mornings and didn't want to leave in the afternoon. During this time, John was still not attending school and a decision was made that he would not attend his final year. Funding was agreed for him to attend Evolve for three full days.

The process has been a real success, with John attending Evolve every Monday, Tuesday and Thursday. He is happy and fully engaged in all activities. Although he attends project with a PA, he has built relationships with all staff and other members in the group. He is attentive to what is happening around him and is growing in confidence. He will speak to the whole group when given the opportunity to and is showing an interest in almost all activities. He has a great sense of humour and can often be heard laughing at the fun activities and conversations going on around him. We would like to continue to encourage him to try new things and to gain confidence when out in the community.

## Comments from Parents and Members

*"Evolve has saved his life! You have given so much to him that I really believe the project has kept him going. I don't know where we would be without you".*



### Overview

The Personal Assistant Service is regulated by the CQC to provide personal care in the home and is available 365 days a year, supporting children and adults with learning difficulties.

The service supports individuals to access a range of social and leisure activities in the home and in the community in a safe, meaningful and engaging manner.

### The Activities our Members Enjoy

There are a wide range of activities our members enjoy ranging from work placement opportunities to fun days out. The PA helps enable individuals with additional needs to access social and leisure activities, personal and health care appointments and work placements.

### A Member's Experience

Ellen first joined SoLO as a member In April 2018. She required a PA through a very difficult time in her life as her mum had terminal cancer and her dad had been rushed into hospital with brain damage the day before the home visit.

It was important to put in a PA who knew her well and had a good rapport with her, in this time of crisis. There was a teaching assistant at her school who was happy to PA and the family had requested. She made this priority to get the PA in for interview and when her DBS and reference checks were back, she was able to begin working with Ellen.

During this time, dad passed away leaving the family up in the air and dealing with mum's diagnosis and dad's passing. The PA during this time completed as many hours as possible, around her full time job to ensure that Ellen's life had some balance and she was managing behaviours around grieving for her dad.

The PA introduced a new PA to share the hours needed for Ellen as, during the summer time all emotions of dad passing were heightened with change in routine and memories of holidays more prevalent. Her behaviour became increasingly challenging and Grandmother was rushed into hospital for six weeks. PAs throughout this time ensured that Ellen was happy, cared for and mum had time alone to rest.

Ellen's mum was undergoing chemotherapy throughout and sadly died before Christmas in 2018, leaving Ellen at 15 years old with no mum or dad and her 17 year old brother who struggled and went into isolation, distancing himself from the family. Grandmother took over the care and SoLO ensured that support was provided for Children in Need meetings and respite time.

Grandmother has been fighting for the correct care for Ellen and with our PA and support she has regained her health and strength, due to the PA's constant support and professionalism, they have enabled her the respite time she needs.

In April 2019 Grandmother went on holiday for a week and as the family could cover only 5 nights care, one PA stayed in the home for two nights, over the weekend to ensure that cover was in place for Grandmother to have a holiday.

Ellen is now doing really well and in really high spirits, she talks highly of her mum and dad and talks about memories with her PAs.

We are looking at introducing a third PA into the team and Grandmother and Ellen are very excited about the prospect. This will relieve the hours worked by the existing PAs now that Ellen is in a better place, being the most appropriate time to do this.

### Positive Outcomes

The outcomes of the PA are set by the individual goals of the particular user, which can be something simple like trying a new activity or learning a new skill, or more complex goals that may be linked to a complex care plan.

SoLO aims to enrich the lives of the individuals we support. Therefore, the objective is to help support the individual to meet and exceed their own personal milestones.

- Social skills
- Inclusive activities
- Promoting independence
- Health and well being
- Personal care

### Statistics

We employ 95 Personal Assistants delivering support to 80+ users on a flexible contract basis.

Average hours per month of support provided: **1935 hrs**

In addition we have yearly contracted packages providing support for members to attend our Daytime Activity projects. These total **748 hrs per month**

Therefore we expect to provide **2683** hours each month, dependent upon individual circumstances



Supported Living is our newest venture, driven by demand from people who use our services to continue to do so - not just in the community but also in their own home.

To meet this demand we have acquired two houses with a third in process.

Our properties in Castle Lane, Olton and Chester Road, Castle Bromwich are proving to be happy, fun-filled homes.

Our tenants are supported to live independently by a team of staff, specific to each property and to individuals.

We have worked closely with everyone involved in the tenants' lives to ensure that the support we provide is of the highest quality.

We have a team of staff who enjoy supporting the tenants and fit in, so that there is very much a family vibe in the house.

### Comments from Parents and Professionals

*One parent commented "I would never have believed that my son could have a happier and more fulfilled life than when he lived in the family home but living in the SoLO house with people his own age has proved me wrong and it is wonderful to see"*



## Service Overview

The Plan4U Team has supported many people with disabilities to plan how they would like to live their lives, including where they want to spend time and how they would like to be supported. The team has worked with people helping them to plan their future and their support, always ensuring that the person is at the centre of the process. Plan4U has supported families who are facing the many challenges as their young person becomes an independent young adult. The team has facilitated Transitional Reviews at the special schools and worked with the families to develop Support Plans that have outcomes for developing the independence of the young adult. The Housing and Support Plans produced by the team have enabled people to achieve their aspirations for a supported independent life away from the family home. The Plan4U Team has specialised over the past year in supporting those with more complex needs to have an active voice in the planning of their lives and work closely with social s, health and education to support this process.

## Case study – A Member's Experience

A man with additional needs was living at home with his family, including two younger brothers. He had completed a college course and had been at home since then. He struggled with social situations and was spending most of his time alone in his room at home. The family was unaware of any support available and Mum had given up her job to support him at home. Plan4U were able to visit the family, spend time with them and provide information on places and opportunities available in Solihull. Plan4U signposted the man and his family to places where he might be able to continue his education or have support to develop his employability skills as well as developing his particular interests and skills. Plan4U produced a Support Plan which provided the family with all the information, as well as being a document to show future employers/volunteering mentors about his skills and the support he needed to develop these.

## Comments from Customers

*"I don't have to worry about remembering everything now because it is all there in a detailed plan that I can share"*

*"It is the best report that I have ever had, it is perfect and that it captures every little detail about Roger. It is excellent – I am over the moon"*

*"The two people that helped were really great and really helped me to think about what we need and to make some decisions"*

## Statistics

**NUMBER OF PEOPLE SUPPORTED: 75**

**NUMBER OF STAFF: 3**

**NUMBER OF PLANS DELIVERED: 68**





### **The Activities our Members Enjoy**

It is clear that our members enjoy a whole variety of activities and this is evidenced by the feedback that we get from them, from their families, and from those around them.

Our Voice Ambassador had the pleasure of volunteering on one of our Playschemes and was pleased to report how much he had enjoyed it and how the staff and volunteers were so supportive in enabling members to have as much fun as possible and to enjoy the experience – supporting their needs appropriately. Parents and carers are also very appreciative of the respite it gives them so that they are relieved of their caring responsibilities for a few precious hours.

### **A Member's Experience**

*"I am and always have been over the moon with SoLO and how you all work with my daughter.. She loves every minute so thank you to everyone involved" 😊*

### **Our People**

SoLO could not do what it does without the support of dedicated staff and volunteers who often go above and beyond so that members have the fullest experience possible, whether they are attending a project, a holiday scheme or an after-school club. It is not a "one size fits all" but a personalised individual approach that works every time.

*Natalie attends playscheme every holiday. Both she and her family benefit from highly skilled professionals working on the project.*

*During the past 5 years I have seen her develop and flourish. She used to be unsettled but with familiar staff and familiar settings she is now able to express herself by pointing or using the PECs symbols we provide. She still has a high level of needs but the negative behaviours have decreased leading to lots of fun and smiles. She will even come up to me and put her head against mine to express that she is happy. It has been a pleasure watching her mature on scheme.*

## Trustee Board

### Activities

The organisation is constituted under Memorandum and Articles of Association which were amended in 2014.

SoLO's Board of Trustees has ultimate responsibility for the governance and strategic direction of the charity and to ensure that the provision offered by SoLO benefits the public, with Learning and other associated disabilities, who receive those services. It aims to ensure that SoLO adheres to its objectives and values and is compliant as required by statutory regulatory bodies. To achieve this the Board receives and reviews the financial accounts, Risk Register and Performance Reports quarterly and has sight of the management accounts on a monthly basis. It is updated each month on all areas of SoLO's operation through a "Hot Topics" report and the CEO is responsible for sharing areas of concern with the Board from incidents or complaints as well as acknowledging areas of good practice through compliments. The Board is not risk averse in its approach to considering new opportunities to support its members. It considers the risks carefully and requires risks taken to be managed appropriately. SoLO's trustees are all volunteers and the Board meets formally on a monthly basis, with informal meetings held as required.

### People

SoLO's Memorandum and Articles allow for up to 12 trustees and the aim is to ensure a diversity of skills, experience and people. An audit tool is used to achieve this balance where possible. Trustees are recruited through a transparent process, the final stage requiring a new trustee to be elected on to the Board by existing Trustees. The current board skills include finance, HR, health, care, strategic management, risk management and IT. The Trustee Board uses its networks to bring in pro-bono support. The Voice Ambassador attends the Trustee Board to represent the voice of SoLO members and the perspective of a person with Learning Disabilities. The Chief Executive Officer is responsible for operational delivery of the Board's strategic objectives. The CEO meets with the Chair monthly or more as required and reports to the Board at monthly meetings. Staff attend the Board meetings as required, to contribute and report specifically on their areas of work. An annual Board workplan ensures all aspects of the Board's work is covered throughout the year and this includes a robust approach to policy reviews. SoLO trustees also have a programme of internal control reviews in addition to the annual audit. Trustees meet regularly independent of the monthly Board meeting for review and development. It is intended to extend this developmental support with an annual strategic overview.

### Induction of Trustees

Trustees take part in the SoLO induction process and their specific responsibilities are covered as well. They are equipped with information about their role – expectations and requirements. They are encouraged to visit projects through the year to meet with staff and members and see first-hand the product of SoLO's operational delivery.

### Remuneration

The board carries out an annual review using a matrix to scan the environment, benchmark salaries against the market and the financial position of the organisation to set the remuneration for the following year.

### Public benefit

In developing and undertaking the charity's activities, the Trustees have had due regard to the guidance published by the Charity Commission on public benefit.





## Funding and Fundraising

Fundraising is a golden thread running through SoLO. It has become part and parcel of the fabric of the organisation in order that it can continue to do what it does best – putting members at the heart of what we do to give them the best service with the best possible outcomes. Because we do not wish to reduce or cut services, except where there is a business need to do so, we look always to do more with less – at the same time providing opportunities for the business community wishing to fulfil its corporate social responsibility, as well as providing platforms for staff, volunteers and members to be involved. We are hugely grateful to all who invest time, energy, enthusiasm and money into our fundraising efforts.

During the year our volunteer fundraising group has worked tirelessly to raise funds for much-needed work and to plug the gaps – a Murder Mystery Evening was held for the first time and a Black Tie Event was made accessible to all – both events contributing nearly £7000 between them. Supplemented by events such as bag packs, curry nights, teas, walks, fun runs and raffles, this effort ensures SoLO is visible in the community it serves.

SoLO receives funding and donations from a variety of sources as well as income from its increasing breadth of sold services. The individual donor base “Friends of SoLO” is still small but growing slowly – this was identified as a means to ensuring the sustainability of SoLO.

Partnership working is key and, successfully managed, is a win-win for all parties involved; current partnerships proving fruitful both in monetary terms and in raising the profile of SoLO in the community as a worthwhile partner to work with. These have been brought about by a mix of personal contact via parents/carers and/or staff and volunteers – and by direct approach to SoLO because of its locality and community benefit. Businesses and organisations can see at first-hand how SoLO benefits the community it serves as well as reaching out beyond its boundaries. These relationships are nurtured by the Fundraising Co-ordinator maintaining contact and generally keeping in touch, with the result that some are continuing long-term.

### Our People

We have a small group of dedicated fundraisers who meet every six weeks to plan and run events to support the work of SoLO. They are passionate and give of their time freely and SoLO has benefited hugely from their contribution. We are indebted to them for their tireless efforts and thank them warmly. We also have staff who, in addition to their day jobs, volunteer their time to support fundraising efforts – indeed staff are encouraged to fundraise for their particular projects so that SoLO continues to be able to provide more for the members and families it serves.

### Our Funding Journey

We are constantly looking at how we can package what we have to maximise our fundraising activities to secure the support of future funders so that we can continue to do what we do best for our members. This year we have raised £31K (including gift aid) in fundraising events, with £110K worth of donations, and unrestricted income of £276,957

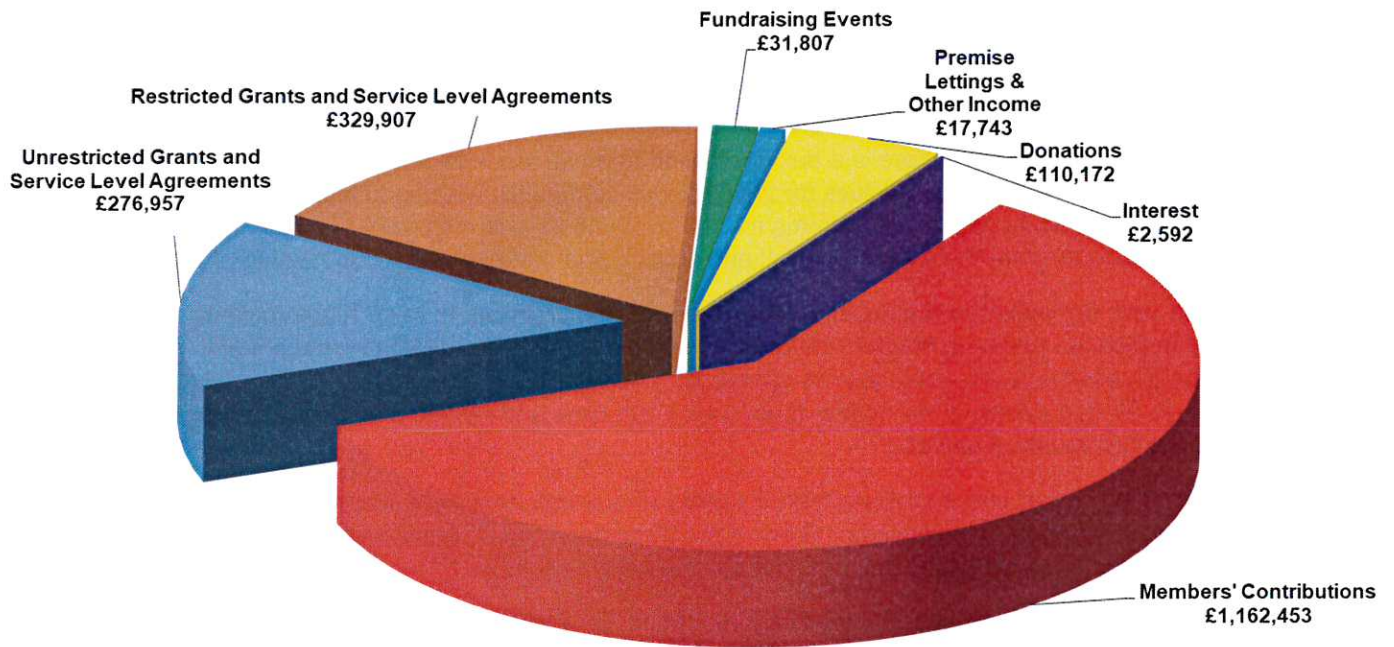
## Comments from Supporters

*“We had a fantastic time – thank you so much for organising this evening!”*

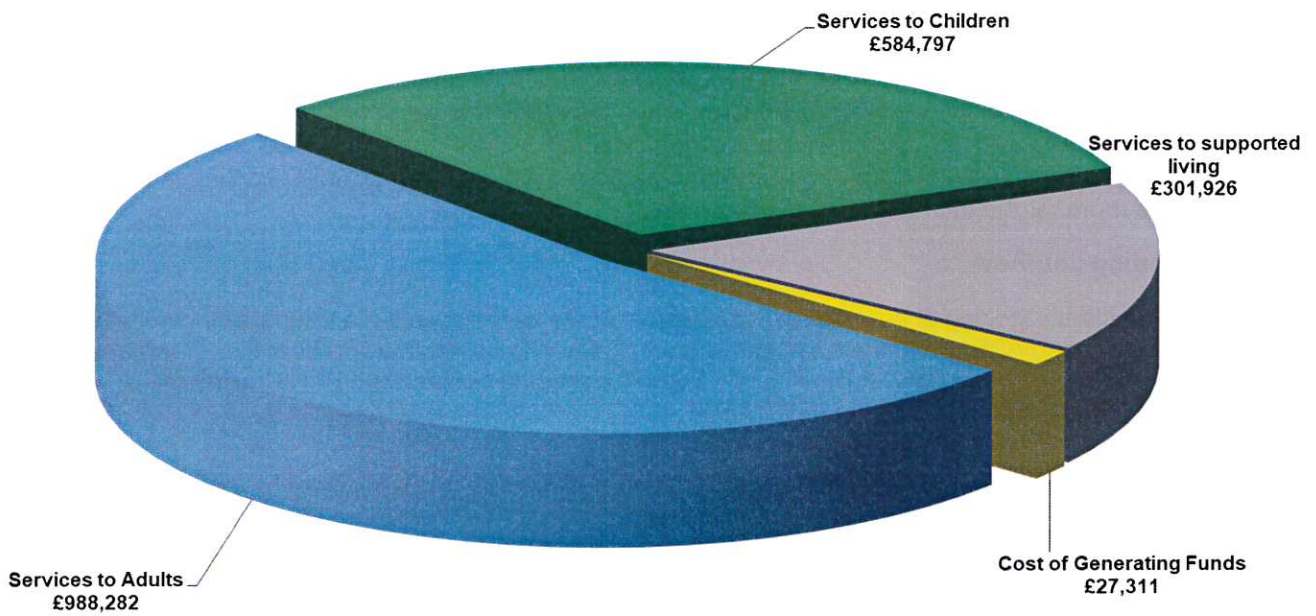
*“We like what you do and are proud to be supporting you with what we can do”*

*“Thank you so much for what you are doing for families – it’s really appreciated”*

### Incoming Resources £1,931,631



### Resources Expended £1,902,316





## Strategy and Future Plans

Looking ahead to the future so that SoLO is robust enough to meet any challenges, our plans for next year are to:

- Consolidate what SoLO is currently doing well and ensure that systems and procedures continue to be fit for purpose as the organisation grows and expands.
- Develop the SoLO Strategic Plan for 2020 – 2025 so that SoLO is on a firm footing to go forward, reviewing the business needs of the organisation to understand SoLO's position in the marketplace.
- Review compliance procedures within the organisation, including upskilling our workforce, and facilitating staff to renew or refresh training where appropriate.
- With our members at the heart of everything we do, we have identified the need to look at new opportunities for our members and examine new project funding streams to be able to take this forward. To increase SoLO's geographical reach by replicating successful projects in other areas.
- Because of the importance of infrastructure, the website and SoLO brand both need to work hard to increase our reach – we have plans to do this.

The financial stability of the organisation is a priority and with robust systems and infrastructure in place, the future is something to be excited about.

# Financial Review

## Net Income

With the expansion and investment in new areas of work; overnight breaks and supported living, SoLO has performed well financially during the year resulting in an operational surplus of £29,315 of which £39,888 was income raised for the refurbishment of Walnut Close which is planned to commence 2019/20.

## Incoming resources

*Donations* include sums receivable in cash or kind in respect of both capital and revenue costs of our building extension.

Income from *Fundraising* events is 3.2% above the previous year's income.

*Incoming resources from charitable activities* include income from local authority grants and service level agreements. The income also includes payments made by our members in respect of certain services, these payments being funded from the members' individual personal budgets.

## Resources expended

*The cost of generating funds* decreased by 26% during the year, due to more selective and effective fundraising as well having employed a Fundraising Co-ordinator.

*Charitable activities* costs of £1,875,005 relate principally to the cost of running our 34 activities for the benefit of our members. They also included the depreciation, rent and other costs associated with our buildings.

## Assets

*Fixed assets* have decreased by £9,673 due to depreciation during the year.

## Funds and reserves

*Restricted funds* consist of income received which can be used only for the purposes stated by the donor. At year-end SoLO had balances on restricted funds amounting to £76,816 all of which relate to expenditure on fixed assets and equals the net book value of these assets.

*Designated funds* are unrestricted funds which the Trustees have set aside for particular purposes. At the year-end SoLO had balances on these funds of £42,778 which relates to expenditure on fixed assets financed by our reserves. The balance equals the net book value of these assets.

*General funds or reserves* amount to £525,413. The Trustees reviewed the reserves policy during the year and hold reserves to fund:

- Shortfalls in income when income does not reach expected levels
- Unexpected expenditure
- Working capital

The Trustee policy is to aim to hold liquid reserves equivalent to between 4 and 6 months of future costs, excluding depreciation. This would be in the region of between £400k - £600k. Currently the actual figure is £338,733 and work is continuing to build the reserves. As part of the strategic development of the charity, the reserves policy will be revisited in the next financial year.

## Investment policy

The prime objective of the Trustees to safeguard the value of the charity's assets and a secondary



objective is to earn best interest on cash deposits.

All material funds of the charity, except for reserves, are expendable within twelve months of receipt. The policy for investment is to retain funds as cash and place them on deposit, with a number of financial institutions, on notice terms of up to 120 days.

## Risks

The Trustees have identified, through the risk management process, the following key risks and have identified mitigating actions to address:

| Risk                                                                                                                               | Mitigating actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| New services may not be sustainable                                                                                                | The services have been through a feasibility process to predict uptake and have been market tested. We have started in a proportional way to ensure that we can test the model; monitor progress; review and make changes if required. Services need to be compliant with CQC standards.                                                                                                                                                                                                                                       |
| Non-renewal of contracts                                                                                                           | SoLO's Children's Contract is closely monitored and the SMBC requirement as part of the contract is that parental satisfaction is over 80%. The last survey was 97%. The contract is due for renewal in February 2021.<br>The Senior Team is working with commissioners to progress other adult contracts and will continue to manage this relationship positively.<br>Direct Payments has replaced some contracts.                                                                                                            |
| Competition from other providers                                                                                                   | Services are delivered within the framework of the values of SoLO and in a person-centred way, to try to ensure that SoLO is the 'provider of choice'.<br>The team continues to build on the positive relationships with social care commissioners and existing SoLO members.<br>Charging for various services is agreed with commissioners and monitored.<br>Marketing is a key target for all senior staff.                                                                                                                  |
| Recruitment of care staff                                                                                                          | Recruitment of good quality staff is a challenge in a market where demand is higher than supply.<br>Salaries have been reviewed and are at market level.<br>Recruitment opportunities have been researched and advertisements are going to a wider audience.<br>Volunteers are being encouraged to consider careers within SoLO.<br>Marketing of services include a recruitment element.                                                                                                                                       |
| We may not be able to increase our reserves in the financial year which will impact on the future development of the organisation. | This remains a static risk regarding withdrawal of social care funding. The budget adjusted accordingly but SoLO continues to provide services as we believe they are vital as preventative services for those who do not meet the criteria for social care funding. This has and will have an impact on general services. Mitigation has been challenging social care officers and Cabinet Members; press awareness and bids to other sources of funding. Bids to Loneliness Fund and Reaching Communities were unsuccessful. |
| Possible de-stabilisation within office with resignation of CEO followed by member of Senior Management Team                       | New CEO appointed who together with the Board has strong experience and awareness of change management processes and actions required to manage this risk.                                                                                                                                                                                                                                                                                                                                                                     |

These and other risks are reviewed on a quarterly basis at the Trustee Board and mitigating actions are considered to determine their proportionality and effectiveness. Risks are monitored regularly and new risks are added when they arise, through the Senior Management Team process. The corporate risk register is the vehicle used to ensure risks are managed and trustees are assured.







## Statement of Trustees' Responsibilities

The Trustees, as Directors of SoLO, are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the 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 incoming resources and application of resources, including income and expenditure, of the company for that period. In preparing those 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 2015 (FRS 102)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

In so far as the Trustees are aware:

- There is no relevant information of which the Charity's auditors are unaware and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved and signed on behalf of the Trustees by:



Jan Prior (Chair)

Date 17.07.19



# Independent Auditor's Report

## Opinion

We have audited the financial statements of SOLO Life Opportunities (the 'charitable company') for the year ended 31 March 2019 which comprise Statement of Financial Activities, Balance Sheet, Cash Flow Statement and notes to the financial statements, including a summary of 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 Policies).

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 2019 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 of 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 of our opinion.

## Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, whether the other information is materially inconsistent with the financial statements or our knowledge obtained in 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

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

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

- the information given in the trustees' report (incorporating the trustees' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of 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 exemptions in preparing the trustees' report.

## **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, 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 charitable company'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 auditor's 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.



A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's 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 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinion we have formed.

*Helen Blundell*

**Helen Blundell LLB, FCA, FCIE, DChA (Senior Statutory Auditor)**

**For and on behalf of MHA MacIntyre Hudson (Statutory Auditor)**

Chartered Accountants and Registered Auditors

Rutland House

148 Edmund Street

Birmingham

B3 2FD

date *5 August 2019*

# Statement of Financial Activities for year ended 31.3.19

|                                                             | Note | Unrestricted<br>Funds<br>2019<br>£ | Restricted<br>Funds<br>2019<br>£ | Total<br>Funds<br>2019<br>£ | Total<br>Funds<br>2018<br>£ |
|-------------------------------------------------------------|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                                         |      |                                    |                                  |                             |                             |
| Donations                                                   | 2    | 110,172                            |                                  | 110,172                     | 178,051                     |
| Charitable Activities                                       | 3    | 1,439,410                          | 329,907                          | 1,769,317                   | 1,259,706                   |
| Other Trading Activities                                    | 4    | 49,550                             |                                  | 49,550                      | 40,140                      |
| Investment                                                  |      | 2,592                              |                                  | 2,592                       | 1,977                       |
| <b>Total Income</b>                                         |      | <b>1,601,724</b>                   | <b>329,907</b>                   | <b>1,931,631</b>            | <b>1,479,874</b>            |
| <b>Expenditure on:</b>                                      |      |                                    |                                  |                             |                             |
| Raising Funds                                               | 5    | 27,311                             |                                  | 27,311                      | 36,942                      |
| Charitable Activities                                       | 6    | 1,542,071                          | 332,934                          | 1,875,005                   | 1,320,975                   |
| <b>Total Expenditure</b>                                    |      | <b>1,569,382</b>                   | <b>332,934</b>                   | <b>1,902,316</b>            | <b>1,357,917</b>            |
| <b>Net Income / (expenditure) and net movement of funds</b> |      | <b>32,342</b>                      | <b>(3,027)</b>                   | <b>29,315</b>               | <b>121,957</b>              |
| <b>Reconciliation of Funds:</b>                             |      |                                    |                                  |                             |                             |
| Total funds Brought Forward - at 1st April 2018             |      | 535,849                            | 79,843                           | 615,692                     | 493,735                     |
| <b>Total Funds Carried Forward - at 31st March 2019</b>     |      | <b>568,191</b>                     | <b>76,816</b>                    | <b>645,007</b>              | <b>615,692</b>              |

All income and expenditure derives from continuing activities.



# Balance Sheet as at 31.3.19

Registered Number 5025939

|                                                       | Note | 2019           | 2018           |
|-------------------------------------------------------|------|----------------|----------------|
|                                                       |      | £              | £              |
| <b>Fixed Assets</b>                                   |      |                |                |
| Tangible assets                                       | 11   | 298,580        | 308,253        |
| <b>Current assets</b>                                 |      |                |                |
| Debtors                                               | 12   | 207,012        | 160,507        |
| Cash at bank and on hand                              | 13   | 293,640        | 256,902        |
| <b>Total Current Assets</b>                           |      | <b>500,652</b> | <b>417,409</b> |
| <b>Creditors: amounts falling due within one year</b> |      |                |                |
|                                                       | 14   | (154,225)      | (109,970)      |
| <b>Net current assets</b>                             |      | <b>346,427</b> | <b>307,439</b> |
| <b>Net assets</b>                                     |      | <b>645,007</b> | <b>615,692</b> |
| <b>Funds</b>                                          | 16   |                |                |
| Restricted funds                                      |      | 76,816         | 79,843         |
| Unrestricted funds - Designated funds                 |      | 42,778         | 6,765          |
| Unrestricted funds - General funds                    |      | 525,413        | 529,084        |
| <b>Total funds</b>                                    |      | <b>645,007</b> | <b>615,692</b> |

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

The financial statements were approved by the Trustees and signed on their behalf by:



Jan Prior  
Chair



Jonathan Prior  
Treasurer

Date 17.07.19

The notes on pages 25 to 31 form part of these financial statements.







## Statement of Cash Flow as at 31.3.19

| <i>Statement of Cash Flows</i>                                | 2019            | 2018             |
|---------------------------------------------------------------|-----------------|------------------|
|                                                               | £               | £                |
| Cash flow from operating activities                           | 52,047          | 82,396           |
| <b>Net cash flow from operating activities</b>                | <b>52,047</b>   | <b>82,396</b>    |
| <b>Cash flow from investing activities</b>                    |                 |                  |
| Payments to acquire tangible fixed assets                     | (6,651)         | (173,811)        |
| Interest Received                                             | 2,592           | 1,977            |
| <b>Net Cash flow from investing activities</b>                | <b>(4,059)</b>  | <b>(171,834)</b> |
| <b>Cash flow from financing activities</b>                    |                 |                  |
| Receipts from issue of concessionary loans                    | -               | 27,500           |
| Repayment of concessionary loans                              | (11,250)        | (15,000)         |
| <b>Net Cash flow from financing activities</b>                | <b>(11,250)</b> | <b>12,500</b>    |
| <b>Net increase / (decrease) in cash and cash equivalents</b> | <b>36,738</b>   | <b>(76,938)</b>  |
| <b>Cash and cash equivalents at 1st April 2018</b>            | <b>256,902</b>  | <b>333,840</b>   |
| <b>Cash and cash equivalents at 31st March 2019</b>           | <b>293,640</b>  | <b>256,902</b>   |
| <b>Cash and cash equivalents consists of:</b>                 |                 |                  |
| Cash at bank and in hand                                      | 196,116         | 194,633          |
| Short term deposits                                           | 97,524          | 62,269           |
| <b>Cash and cash equivalents at 31st March 2019</b>           | <b>293,640</b>  | <b>256,902</b>   |



# Notes to the Financial Statements

## 1. Summary of Significant Accounting Policies

### 1.1 Basis of preparation of financial statements and general information

SoLO Life Opportunities is a charitable company limited by guarantee incorporated and registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office and details of the charity's operations are included in the trustees report.

The charity constitutes a public benefit as defined by FRS102. The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard application in the UK and Republic of Ireland (FRS 102) issued on 16<sup>th</sup> July 2014, the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1<sup>st</sup> January 2015. The functional currency of the charity is sterling and the figures have been rounded to the nearest pound sign.

### 1.2 Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the charity. Designated funds are unrestricted funds which the Trustees have designated for a particular project or purpose. The policy for determining each designated fund is set out in the notes to the financial statements. Restricted funds are funds subject to specific restrictions imposed by donors or funds which have been raised by the charity for specific purposes. The purpose and use of each restricted fund is set out in the notes to the financial statements.

### 1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and that amount can be measured reliably and it is probable that the income will be received. The following policies are applied to specific categories of income.

- (a) Voluntary income received by way of donations is included in the Statement of Financial Activities when receivable
- (b) Interest is included when receivable
- (c) Incoming resources from grants and contracts which are related to performance and specific deliverables are included in the Statement of Financial Activities as the charity earns the right to the income by its performance. Grant income received during the year that relates to a subsequent financial period is carried forward as a creditor in the balance sheet and shown as deferred grant income
- (d) Donated services or equipment are included in the Statement of Financial Activities at their fair value where the economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is the price the charity estimates it would pay in the open market for such services or equipment. The equivalent amount is recognised as expenditure in the Statement of Financial Activities or is capitalised as a fixed asset
- (e) The value of services provided by volunteers, including trustees, has not been included in line with the SORP (FRS102)

# Notes to the Financial Statements

## 1.4 Resources expended

Expenditure is recognised on an accruals basis. Resources expended include attributable VAT which cannot be recovered. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Charitable expenditure comprises these costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs which can be allocated directly to such activities and those costs of an indirect nature required to support them. Support costs include office costs, governance costs and administrative payroll costs. Support costs have been allocated to activities in the ratio of direct salaries.

## 1.5 Pension Contributions

The charity operates a defined contribution pension's scheme. The assets of the scheme are held separately from those of the charity in an independent administered fund. Contributions are expensed as they become payable.

## 1.6 Fixed assets and depreciation

Asset additions costing less than £1,000 are not capitalised

Tangible fixed assets are held at cost less accumulated depreciation and impairment losses. Depreciation is provided at rates calculated:

IT equipment over the period of 3 years

Freehold Purchase over the period of 50 years

Leasehold improvements over the period of the lease

Fixtures and fittings over periods between 3 and 5 years

Motor vehicles over 7 years

## 1.7 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

## 1.8 Concessionary loans

Concessionary loans include receivables / payable to a third party which are interest free or below the market interest rates and are made to advance charitable purposes. The loan is measured at a cost less impairment.

## 1.9 Operating leases

Payments under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.



## Notes to the Financial Statements

### 1.10 Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

### 1.11 Judgement and key sources of estimation uncertainty

The following judgements have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements.

Donations in kind – a judgement has been made as to the fair value of donations in kind, based on an understanding of the local market for these items/s.

Depreciation rates – a judgement has been made as to the estimated useful life of assets and, therefore, the rate of depreciation. The estimate is made based on best practice and knowledge of the usage of such assets in the charity.

There are no key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date that have a significant risk of causing material adjustments to the carrying amounts of assets and liabilities within the new financial year.

### 1.12 Financial Instruments

The Charity holds only basic Financial Instruments. The financial assets and financial liabilities of the Charity are as follows:

Debtors – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in Note 12. Prepaid expenses are not financial instruments.

Liabilities – concessionary loans, trade creditors, accruals and other creditors will be classified as financial instruments, and are measured at amortised cost as detailed in Note 14. Taxation and social security are not included in the financial instruments disclosure. Deferred income is not deemed to be a financial liability, as in the cash settlement has already taken place and there is simply an obligation to deliver charitable s rather than cash or another financial instrument.



# Notes to the Financial Statements

## Notes to the Financial Statements

### 2 Donations and Legacies

|                                                                | 2019           | 2018           |
|----------------------------------------------------------------|----------------|----------------|
|                                                                | £              | £              |
| Grants and Donations for Extension/Refurbishment of Properties | 62,200         | 121,935        |
| Other Donations and Legacies                                   | 47,972         | 56,116         |
|                                                                | <b>110,172</b> | <b>178,051</b> |

### 3 Income from charitable activities

|                                                  | Unrestricted Funds | Restricted Funds | Total Funds      | Total Funds      |
|--------------------------------------------------|--------------------|------------------|------------------|------------------|
|                                                  | 2019               | 2019             | 2019             | 2018             |
|                                                  | £                  | £                | £                | £                |
| <b>Grants and service level agreements</b>       |                    |                  |                  |                  |
| Solihull MBC Children's Services                 | 252,991            | -                | 252,991          | 277,991          |
| Solihull MBC Adult's Services                    | -                  | -                | -                | 57,000           |
| Solihull MBC Other                               | -                  | 52,000           | 52,000           | 52,000           |
| Solihull Clinical Commissioning Group            | 15,000             | 45,000           | 60,000           | 60,000           |
| Time Out                                         | -                  | -                | -                | 6,472            |
| Colebridge Trust                                 | -                  | -                | -                | 13,000           |
| Children In Need                                 | -                  | 15,386           | 15,386           | 15,636           |
| 1:1 Support                                      | 8,966              | -                | 8,966            | 1,532            |
| Sustainability                                   | -                  | -                | -                | 21,356           |
| Percy Bilton                                     | -                  | -                | -                | 3,200            |
| ESF Funding                                      | -                  | 901              | 901              | -                |
| YIF/YAS Funding                                  | -                  | 216,620          | 216,620          | -                |
| <b>Total grants and service level agreements</b> | <b>276,957</b>     | <b>329,907</b>   | <b>606,864</b>   | <b>508,187</b>   |
| <b>Service User Income</b>                       | <b>1,162,453</b>   | <b>-</b>         | <b>1,162,453</b> | <b>751,519</b>   |
| <b>Total Income from Charitable Activities</b>   | <b>1,439,410</b>   | <b>329,907</b>   | <b>1,769,317</b> | <b>1,259,706</b> |

### 4 Other Trading Activities

During the year The Charity received funds from Fundraising Events £27,074 (2018: £26,285), Gift Aid £4,733 (2018: £0) as well as funds generated from Letting of Premises £17,743 (2018: £13,855).

### 5 Cost of raising funds - Unrestricted

|                        | 2019          | 2018          |
|------------------------|---------------|---------------|
|                        | £             | £             |
| Salary Costs           | 17,567        | 18,701        |
| Other Direct Costs     | 4,754         | 10,889        |
| Support Costs (note 7) | 4,990         | 7,352         |
|                        | <b>27,311</b> | <b>36,942</b> |

### 6 Cost of charitable activities

|                              | Adult's Services | Children's Services | Independent Living | Total            | Total            |
|------------------------------|------------------|---------------------|--------------------|------------------|------------------|
|                              | 2019             | 2019                | 2019               | 2019             | 2018             |
|                              | £                | £                   | £                  | £                | £                |
| Salaries                     | 214,886          | 148,860             | 59,583             | 423,329          | 331,976          |
| Sessional Staff              | 463,889          | 121,848             | 150,295            | 736,032          | 474,664          |
| Premises                     | 27,283           | 10,510              | 23,711             | 61,504           | 51,066           |
| Member Activities            | 60,956           | 202,589             | 6,466              | 270,011          | 81,559           |
| Transport of Members         | 19,183           | 18,129              | 2,249              | 39,561           | 32,967           |
| Staff and Volunteer Training | -                | 40                  | -                  | 40               | 198              |
| Volunteer Expenses           | 1,174            | 543                 | 10                 | 1,727            | 906              |
| Bad Debt                     | 2,300            | 3,450               | -                  | 5,750            | -                |
| Depreciation                 | 5,821            | 1,940               | -                  | 7,761            | 34,073           |
| Support Costs (note 7)       | 192,790          | 76,888              | 59,612             | 329,290          | 313,566          |
|                              | <b>988,282</b>   | <b>584,797</b>      | <b>301,926</b>     | <b>1,875,005</b> | <b>1,320,975</b> |

Cost of restricted charitable activities £332,934 (2018: £313,618) and cost of unrestricted charitable activities £1,542,071 (2018: £1,007,357).

# Notes to the Financial Statements

## 7 Support Costs

|                                          | 2019<br>£      | 2018<br>£      |
|------------------------------------------|----------------|----------------|
| Salaries                                 | 199,980        | 212,764        |
| Premises Costs                           | 18,692         | 18,947         |
| Insurance                                | 5,534          | 5,539          |
| Staff Costs                              | 18,606         | 12,302         |
| Communication Costs                      | 10,428         | 11,208         |
| Computer Costs                           | 24,700         | 10,579         |
| Publicity Costs                          | 5,267          | 6,718          |
| Depreciation                             | 7,645          | 9,860          |
| Training Costs                           | 9,726          | 5,443          |
| Auditor's remuneration - Governance Cost | 5,300          | 4,854          |
| Trustee Meetings - Governance Cost       | 88             | 70             |
| Other Office Costs                       | 28,314         | 22,634         |
|                                          | <b>334,280</b> | <b>320,918</b> |

Support costs have been allocated to activities in the ratio of direct salaries as follows

|                                                 | 2019           | 2018           |
|-------------------------------------------------|----------------|----------------|
| Cost of generating funds (note 5)               | 4,990          | 7,352          |
| Cost of charitable activities - Adults (note 6) | 192,790        | 208,274        |
| - Children's (note 6)                           | 76,888         | 91,131         |
| - Independent Living (note 6)                   | 59,612         | 14,161         |
|                                                 | <b>334,280</b> | <b>320,918</b> |

## 8 Net expenditure

*This is stated after charging*

|                                                 | 2019<br>£     | 2018<br>£     |
|-------------------------------------------------|---------------|---------------|
| Depreciation of tangible fixed assets (note 11) | 16,324        | 43,933        |
| Auditor's remuneration                          | 5,300         | 4,854         |
| Operating Lease Cost                            | 23,955        | 23,955        |
|                                                 | <b>45,579</b> | <b>72,742</b> |

## 9 Staff Costs

*Staff costs were*

|                       | 2019<br>£        | 2018<br>£        |
|-----------------------|------------------|------------------|
| Salaries              | 1,301,492        | 988,663          |
| Social security costs | 75,417           | 54,017           |
| Pension               | 11,414           | 4,396            |
|                       | <b>1,388,323</b> | <b>1,047,076</b> |

The charity employed on average 272 staff (2018: 210) of whom 119 (2018: 93) were employed on a sessional basis usually working for less than 5 hours per week.

The charity operates the auto enrolment pension scheme and makes the minimum contribution of 1% to this scheme, there are 110 employees (2018: 60) within the scheme.

No employee received remuneration amounting to more than £60,000 in either year.

The pensions costs charge represents contributions payable by the charity to the fund and amounted to £11,414 (2018: £4,396) Contributions totalling £3162 (2018: £0) were payable to the fund at the balance sheet date and are included in creditors.

## 10 Trustee and Key Management personnel remuneration and expense

No trustee received any remuneration during either year.

During the year 1 trustee (2018: 1) was reimbursed for out of pocket expenses incurred in respect of travel and subsistence. The sum reimbursed amounted to £88 (2018: £70).

Related Trustee Party Transactions include: 1 trustee son received support through the PA service and Evolve which was charged at the standard rate. 1 trustee daughter received support through the Daylight service which was charged at the standard rate. 1 trustee son received support through Time Out service which was charged at the standard rate.

The charity purchased trustee indemnity insurance at a cost of £883 (2018: £883) included in governance costs.

The total amount of employee benefits paid to Key management personnel were £175,022 (2018: £190,726) for the year.

Related Employee Party Transactions include - P Burnham, Senior Manager, Partner Gross Salary £1,769 for working as a Personal Assistant (2018: £2,487), J Down, former CEO and Director of Andyman £295 (2018: £1,302) regarding Supplier Account Andyman for minor repairs around Walnut Close and Fire station premises after obtaining other quotes.



# Notes to the Financial Statements

## 11 Tangible Fixed Assets

|                                  | IT<br>Equipment | Freehold<br>Property | Leasehold<br>Improvements | Fixtures and<br>Fittings | Motor<br>Vehicle | Total          |
|----------------------------------|-----------------|----------------------|---------------------------|--------------------------|------------------|----------------|
| Cost                             | £               | £                    | £                         | £                        | £                | £              |
| At 1st April 2018                | 17,217          | 331,459              | 98,137                    | 89,668                   | 42,000           | 578,481        |
| Capital expenditure for the year | 2,318           | 4,145                | -                         | 188                      | -                | 6,651          |
| <b>At 31st March 2019</b>        | <b>19,535</b>   | <b>335,604</b>       | <b>98,137</b>             | <b>89,856</b>            | <b>42,000</b>    | <b>585,132</b> |
| Depreciation                     |                 |                      |                           |                          |                  |                |
| At 1st April 2018                | 7,339           | 48,021               | 97,684                    | 75,184                   | 42,000           | 270,228        |
| Charge for the year              | 5,603           | 6,495                | 417                       | 3,809                    | -                | 16,324         |
| <b>At 31st March 2019</b>        | <b>12,942</b>   | <b>54,516</b>        | <b>98,101</b>             | <b>78,993</b>            | <b>42,000</b>    | <b>286,552</b> |
| Net Book Value                   |                 |                      |                           |                          |                  |                |
| <b>At 31st March 2019</b>        | <b>6,593</b>    | <b>281,088</b>       | <b>36</b>                 | <b>10,863</b>            | <b>-</b>         | <b>298,580</b> |
| At 31st March 2018               | 9,878           | 283,438              | 453                       | 14,484                   | -                | 308,253        |

## 12 Debtors

|                  | 2019<br>£      | 2018<br>£      |
|------------------|----------------|----------------|
| Trade Debtors    | 169,900        | 123,371        |
| Prepaid expenses | 14,950         | 27,434         |
| Other Debtors    | 22,162         | 9,702          |
|                  | <b>207,012</b> | <b>160,507</b> |

## 13 Cash at bank and on hand

|                       | 2019<br>£      | 2018<br>£      |
|-----------------------|----------------|----------------|
| Bank deposit accounts | 193,619        | 191,661        |
| Bank current accounts | 97,524         | 62,269         |
| Cash                  | 2,497          | 2,972          |
|                       | <b>293,640</b> | <b>256,902</b> |

## 14 Creditors: amounts falling due within one year

|                                       | 2019<br>£      | 2018<br>£      |
|---------------------------------------|----------------|----------------|
| Concessionary Loan                    | 16,250         | 27,500         |
| Trade creditors                       | 21,980         | 6,696          |
| Taxation and social security          | 26,053         | 18,873         |
| Deferred income                       | 42,729         | 17,385         |
| Other creditors (charge card/pension) | 5,134          | 4,761          |
| Accruals                              | 42,079         | 34,755         |
| <b>Total current liabilities</b>      | <b>154,225</b> | <b>109,970</b> |

A loan has been made to the charity on an interest free basis. There is no formal repayment term and the loan has therefore been treated as falling due within one year.

| Deferred Income                                                                         | 2019<br>£     | 2018<br>£     |
|-----------------------------------------------------------------------------------------|---------------|---------------|
| Deferred Income as 1st April 2018                                                       | 17,385        | 89,843        |
| Amount released from previous year                                                      | (17,385)      | (89,843)      |
| Incoming resources deferred in the year                                                 | 42,729        | 17,385        |
| <b>Deferred Income as 31st March 2019 - which relates to grants which are for 19/20</b> | <b>42,729</b> | <b>17,385</b> |

# Notes to the Financial Statements

## 15 Statement of fund movements

|                                                        | At 1st April 2018 | Incoming resources | Resources expended | At 31st March 2019 |
|--------------------------------------------------------|-------------------|--------------------|--------------------|--------------------|
|                                                        | £                 | £                  | £                  | £                  |
| <b>General Funds</b>                                   | <b>529,084</b>    | <b>1,560,108</b>   | <b>1,563,779</b>   | <b>525,413</b>     |
| <b>Designated Funds</b>                                |                   |                    |                    |                    |
| Restructuring                                          | -                 | -                  | -                  | -                  |
| Fixed Assets                                           | 6,765             | 41,616             | 5,603              | 42,778             |
| <b>Total Unrestricted Funds</b>                        | <b>535,849</b>    | <b>1,601,724</b>   | <b>1,569,382</b>   | <b>568,191</b>     |
| <b>Restricted Funds</b>                                |                   |                    |                    |                    |
| Fixed Assets *                                         | 79,843            | -                  | 10,721             | 69,122             |
| SMBC Support Planning 1st April 2018 - 31st March 2019 | -                 | 52,000             | 52,000             | -                  |
| Children In Need                                       | -                 | 15,386             | 15,386             | -                  |
| Solihull CCG - Project B                               | -                 | 45,000             | 45,000             | -                  |
| ESF Funding                                            | -                 | 901                | 901                | -                  |
| YIF/YAS Funding                                        | -                 | 216,620            | 208,926            | 7,694              |
| <b>Total Restricted Funds</b>                          | <b>79,843</b>     | <b>329,907</b>     | <b>332,934</b>     | <b>76,816</b>      |
| <b>Total Funds</b>                                     | <b>615,692</b>    | <b>1,931,631</b>   | <b>1,902,316</b>   | <b>645,007</b>     |

\* The fixed asset fund represents the Net Book Value of assets purchased with restricted funds.

## 15a Prior Year Statement of fund movements- 2017/18

|                                                        | At 1st April 2017 | Incoming resources | Resources expended | At 31st March 2018 |
|--------------------------------------------------------|-------------------|--------------------|--------------------|--------------------|
|                                                        | £                 | £                  | £                  | £                  |
| <b>General Funds</b>                                   | <b>363,195</b>    | <b>1,201,275</b>   | <b>1,035,386</b>   | <b>529,084</b>     |
| <b>Designated Funds</b>                                |                   |                    |                    |                    |
| Restructuring                                          | -                 | -                  | -                  | -                  |
| Fixed Assets                                           | 15,678            | -                  | 8,913              | 6,765              |
| <b>Total Unrestricted Funds</b>                        | <b>378,873</b>    | <b>1,201,275</b>   | <b>1,044,299</b>   | <b>535,849</b>     |
| <b>Restricted Funds</b>                                |                   |                    |                    |                    |
| Fixed Assets *                                         | 114,862           | -                  | 35,019             | 79,843             |
| SMBC Support Planning 1st April 2017 - 31st March 2018 | -                 | 52,000             | 52,000             | -                  |
| Colebridge Trust                                       | -                 | 13,000             | 13,000             | -                  |
| Time Out                                               | -                 | 6,472              | 6,472              | -                  |
| Children In Need                                       | -                 | 15,636             | 15,636             | -                  |
| Solihull CCG - Project B                               | -                 | 45,000             | 45,000             | -                  |
| Sustainability                                         | -                 | 21,356             | 21,356             | -                  |
| Percy Bilton                                           | -                 | 3,200              | 3,200              | -                  |
| Walnut Close Extension                                 | -                 | 121,935            | 121,935            | -                  |
| <b>Total Restricted Funds</b>                          | <b>114,862</b>    | <b>278,599</b>     | <b>313,618</b>     | <b>79,843</b>      |
| <b>Total Funds</b>                                     | <b>493,735</b>    | <b>1,479,874</b>   | <b>1,357,917</b>   | <b>615,692</b>     |

## 16 Analysis of net assets between funds

|                       | Unrestricted Funds | Restricted Funds | Total Funds    | Total Funds    |
|-----------------------|--------------------|------------------|----------------|----------------|
|                       | 2019               | 2019             | 2019           | 2018           |
|                       | £                  | £                | £              | £              |
| Tangible fixed assets | 229,458            | 69,122           | 298,580        | 308,253        |
| Net current assets    | 338,733            | 7,694            | 346,427        | 307,439        |
| <b>Net Assets</b>     | <b>568,191</b>     | <b>76,816</b>    | <b>645,007</b> | <b>615,692</b> |

## 16a Prior Year Analysis of net assets between funds 2017/18

|                       | Unrestricted Funds | Restricted Funds | Total Funds    | Total Funds    |
|-----------------------|--------------------|------------------|----------------|----------------|
|                       | 2018               | 2018             | 2018           | 2017           |
|                       | £                  | £                | £              | £              |
| Tangible fixed assets | 228,410            | 79,843           | 308,253        | 178,344        |
| Net current assets    | 307,439            | -                | 307,439        | 315,631        |
| <b>Net Assets</b>     | <b>535,849</b>     | <b>79,843</b>    | <b>615,692</b> | <b>493,735</b> |



# Notes to the Financial Statements

## 17 Commitments

### Operating Lease Commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

In less than 1 year

Between 1 and 5 years

Over 5 Years

**Total annual operating lease commitments**

|                                                 | Office Equipment |              | Land and Buildings |                |
|-------------------------------------------------|------------------|--------------|--------------------|----------------|
|                                                 | 2019             | 2018         | 2019               | 2018           |
|                                                 | £                | £            | £                  | £              |
| In less than 1 year                             | 955              | 955          | 23,000             | 23,000         |
| Between 1 and 5 years                           | 1,911            | 2,866        | 69,000             | 92,000         |
| Over 5 Years                                    | -                | -            | -                  | -              |
| <b>Total annual operating lease commitments</b> | <b>2,866</b>     | <b>3,821</b> | <b>92,000</b>      | <b>115,000</b> |

In addition to the leases disclosed above, the charity has two leases for property, which expire in 2028, which provide supported living accommodation for service users. The service user occupants pay a rental to the charity. The terms of the lease provide that the monthly rent payable by the charity to the landlord is the rental received from the occupants less any sums payable for utilities, council tax and upkeep of the property or, in the event that this net income is negative, then £nil.

### Capital Commitments

At the year end there were capital commitments contracted for of £0 (2018: £8,480).

## 18 Reconciliation of Net income to net cash flow from operating activities

|                                                      | 2019          | 2018          |
|------------------------------------------------------|---------------|---------------|
|                                                      | £             | £             |
| Net income                                           | 29,315        | 121,957       |
| Interest Receivable                                  | (2,592)       | (1,971)       |
| Depreciation and impairment of tangible fixed assets | 16,324        | 43,933        |
| Increase in debtors                                  | (46,505)      | (9,000)       |
| Increase in creditors                                | 55,505        | (72,511)      |
| <b>Net cash flow from operating activities</b>       | <b>52,047</b> | <b>82,399</b> |

## 19 Financial Instruments

The carrying amounts of the charity's financial instruments are as follows:

|                                              | 2019    | 2018    |
|----------------------------------------------|---------|---------|
|                                              | £       | £       |
| <b>Financial Assets:</b>                     |         |         |
| Measured at fair value.                      | -       | -       |
| Debt instruments measured at amortised cost. | 192,062 | 133,071 |
| <b>Financial Liabilities:</b>                |         |         |
| Measured at amortised value.                 | 85,443  | 73,711  |

Financial assets measured at amortised cost comprise of trade debtors and other debtors.

Financial liabilities measured at amortised costs comprise of concessionary loans, trade and other creditors and accruals.

## Company Information

### Trustees

Jan Prior, Chair  
Sue Stocks, Vice Chair  
Jonathan Prior, Treasurer  
Paul Beech  
Andrew Gilyead  
Henry Griffiths  
Liz Williams (appointed 18.6.2018, resigned 13.3.2019)

Subject Experts with a special interest who attend and participate in trustee meetings:  
Scott Embley, Voice Ambassador

|                                 |                                                                                                                                                                                                                                                         |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company Secretary:</b>       | Susan Stocks                                                                                                                                                                                                                                            |
| <b>Chief Executive Officer:</b> | Karon Swinburn                                                                                                                                                                                                                                          |
| <b>Registered Office and</b>    | 38 Walnut Close                                                                                                                                                                                                                                         |
| <b>Operational Address:</b>     | Chelmsley Wood<br>Birmingham B37 7PU                                                                                                                                                                                                                    |
| <b>Telephone:</b>               | 0121 779 3865                                                                                                                                                                                                                                           |
| <b>Email:</b>                   | info@solihullsolo.org                                                                                                                                                                                                                                   |
| <b>Website:</b>                 | www.solihullsolo.org                                                                                                                                                                                                                                    |
| <b>Bankers:</b>                 | Lloyds Bank Solihull B91 3AN<br>Santander Glasgow G2 5NB<br>United Trust Bank Ltd London, SW1 4TE<br>Shawbrook Bank Essex CM13 3BE<br>Virgin Money Newcastle upon Tyne NE3 4PL<br>Nationwide PO Box 3 5-11 St. George's Street, Douglas,<br>Isle of Man |
| <b>Auditor:</b>                 | <b>MHA MacIntyre Hudson</b> Rutland House<br>148 Edmund Street, Birmingham B3 2FD                                                                                                                                                                       |

SoLO Life Opportunities is a Company Limited by Guarantee number 05025939 and a Registered Charity Number 1102297

The governing documents of the organisation are the Memorandum and Articles of Association which are available on [www.solihullsolo.org](http://www.solihullsolo.org)



