



TO FREEDOM FROM DOMESTIC ABUSE

22nd Annual Report 2017 / 18

The First Step
St Johns Road
Huyton
Knowsley
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Board of Directors

Chair	Jeremy Fagan
Vice Chair	Lisa Pearson
Honorary Treasurer	Andrew Cripps (resigned 12 th March 2018)
Trustee	Nicola Harris (appointed 19 th April 2018)
Trustee	Mary Weston (appointed 19 th April 2018)
Trustee	Kevin Rigby (appointed 19 th April 2018)

Date of incorporation: 14th March 1996 (name change incorporated 25th November 2014)

Registered Charity Number: 1054533

Company registration number: 3172572

Registered Office: The First Step, Old Schoolhouse, St Johns Road, Huyton, Liverpool L39 0UX

Telephone number: 0151 548 3333

Chief Executive Officer/Company Secretary: Angela Cholet

Bankers: Nat West
Aintree
Liverpool L9 0EG

Solicitors: MSB Solicitors, MSB House
20-22 Tapton Way
Wavertree Business Village
Liverpool L13 1DA

Auditors: DSG
Castle Chambers
43 Castle Street
Liverpool
L2 9TL

Chair's Report

Welcome to The First Step's annual report, looking back over a year of the organisation's life. It's a vital part of any charity's function to see where we have been, so that we can work towards the future. It's often easy to forget the successes and the difference we have made, so this report is an inspiring story of lives changed and futures rebuilt. There are a lot of numbers in this report, but behind every number there's a person whose life has taken a significantly different direction because of the work of The First Step.

This is also my final report as Chair of The First Step, and I'm delighted to be handing over to Mary Weston as the new Chair. Looking back to my first annual report as Chair, where we said farewell to members of staff, and marked the ending of a programme and the beginning of a new one, I'm reminded that the one thing that never changes is change itself. However, in the last ten years, the agency has weathered the financial storms going on around us, and has emerged even more strongly than before. Domestic Abuse and Coercive Control have risen up the political agenda, and this brings both new opportunities and new challenges, not least because increasing awareness makes more people willing to look for support. But at the heart of all these changes, the core values and work of the agency haven't changed.

These values are vitally important to ensuring that the work we do continues into the future. We work with everyone as an individual, at their own pace, empowering them to make decisions about their own lives. As so often they come from controlling environments, giving them agency and control over their own lives is not an optional extra. Relationships matter more than programmes, and discovering their own strengths and gifts is of fundamental importance if the experience of abuse is to be transformed into living fully.

So a huge thank you to all the members of staff who have poured so much of themselves into the agency. You are making a difference to so many lives, and on behalf of the trustees and the charity, thank you.

And finally, I want to pay tribute to Angela, our CEO. While no organisation or charity is ever just about one person, it's also true that Angela has had more of an influence on The First Step than anyone else. She has made my role as Chair interesting and enjoyable, and I have appreciated all of her support and wisdom over the last ten years. Angela - thank you.

Jeremy Fagan

Chief Executive Report

Across the agency the services have continued to focus on saving and changing lives by working directly with nearly 800 people affected by domestic abuse. This direct work covers victim/survivors and their children living both within the local community of Knowsley and those living within our Knowsley refuge. Putting the victim/survivor at the centre of their response all services recognise each situation is unique and work with every individual at the person's own pace. Over 2,400 face to face support sessions were held including at people's own homes, mutually agreed safe venues, within the centre and the refuge, and in partner agencies' premises.

Group sessions are an important aspect of our work as in addition to picking up fresh skills from attending the sessions participants also build up new friendships with each other. This is important as many victim/survivors say they feel isolated and alone but attending groups in the refuge and the centre breaks down barriers and reduces the isolation.

Referrals into our services continue to come from a variety of sources with the majority referred by the police followed by people contacting us direct to self-refer.

Referral Source			
Health	5.1%	Housing	10.6%
Social Care	10.3%	Police	29.7%
Probation	0.8%	Drug Agency	0.5%
Self	23.8%	Domestic Abuse Agencies/Refuges	19.2%

This annual report only gives a snapshot of the work undertaken and the successes achieved this year but all our work focuses on creating the following key outcomes:

- ***Building confidence, resilience and life skills in victim/survivors affected by domestic abuse***
- ***Creating public awareness of domestic abuse***
- ***Supporting healthier relationships and parenting***
- ***Reducing risk, creating opportunities and choice***

We have invested in a cloud based case management/outcomes monitoring system enabling us to track the journey of victim/survivors engaged with our services. This evidence will contribute to our organisation's ongoing learning and inform the development of current and future service provision while also ensuring the wants and needs of the victim/survivor remain at the heart of our work. The system was developed by Women's Aid in partnership with frontline services and includes the contribution to a secure, anonymised national data-set through Women's Aid helping to provide an evidence base for 'what works' to support a national network of learning.

This year saw the Government open public consultation on their Domestic Abuse Bill with draft legislation set to be announced in the autumn of 2018.

The Bill will establish a new statutory definition of domestic abuse in law with the welcome proposal to include economic abuse. However, poor attitudes and understanding towards domestic abuse, particularly the nature and impact of coercive control, remain widespread, while unacceptable 'victim blaming' responses are still common. The Domestic Abuse Bill is a once in a generation opportunity to deliver a step change in the response to domestic abuse.

This year we have been settling into our new community based premises within the Old Schoolhouse in Huyton. While we have faced some challenges due to working within a much smaller space the staff and volunteers in the Old Schoolhouse have all made us very welcome.

I would like to thank the people who use our services for continuing to inspire us to work harder and go further towards ending domestic abuse, as well as our funders, the wonderful, dedicated and committed staff and the supportive board of trustees who all contribute to saving and changing the lives of so many victim/survivors every day.

Recruitment and appointment of new Trustees

The Directors of the company are also the charity trustees. Trustees are appointed for the skills and experience they bring and their ability to assist The First Step in meeting its charitable objects. In essence trustees ensure the charity does what it was set up to do. Trustees are responsible for the overall direction and strategic development, they monitor performance, agree the annual budget, monitor reserves and review policies.

Following an open recruitment process we successfully recruited three new trustees to the board who each brings their own unique experience, skills and knowledge. Some of the comments the new trustees shared about why they wanted to be a trustee with The First Step are below:

- *I feel able to commit to an agency like The First Step as it is perfect for my expertise given the area of work that I specialise in. I want to offer my support to a local agency that benefits local people.*
- *I see the role of a trustee as crucial to the future success of The First Step and would take that responsibility seriously. This is an issue I am passionate about and want to be involved in assisting the agency to maintain and where possible enhance their position in both the voluntary sector and in providing key service to victim/survivors.*
- *I bring an understanding of the 'human side' of working in a comparatively small voluntary agency; the stresses and challenges faced by staff and the special value that clients/beneficiaries receive from a warm respectful service that puts them first.*

Angela Cholet
CEO

Ross House – Children’s Service

In 2017/18 the Children’s Service welcomed 68 children and young people aged between birth and 16 years old. We have continued our regular timetable of crèche and group sessions facilitating 123 crèche sessions, 145 group sessions and 20 trips or celebrations across the year. The one to one sessions have continued to be popular and effective, with 116 sessions completed with children and young people. The sessions can be recommended by the Children’s Workers or requested by mum or the young person and can cover any number of topics including but not limited to their own experience of domestic abuse and how it makes them feel now. Much of the time the sessions are similar to grief/bereavement counselling as the children and young people are mourning the loss of a significant person in their life, they can struggle with this as the person is still alive but can’t play that role for them anymore.



The children and young people coming into the service this year have displayed more complex needs than in previous years. Much of this can be directly or indirectly attributed to their experience of abuse; delayed physical/emotional development, poor concentration and attainment in school, poor social skills and increased need for health services through physical or psychological impairments.



Staff work closely with the family and partner agencies to try and pull together the best possible package of support for the individual. Where our usual timetable of activities doesn’t suit a child/young person because of their additional needs staff will work with mum to implement a bespoke delivery which allows her to make the most of her personal support in refuge as well as meeting the needs of her child.

March 2018 marked the end of our Children In Need funding, we pulled together a further funding application showing the great achievements that the service has had over the last three years as well as what we would like to do in the future. Fortunately Children In Need saw the success of the service and agreed with us that it is an integral part of the refuge package and agreed to not only fund us for a further three years but to increase the contribution to staff salaries enabling us to build a more robust service moving into the next financial year.

The Children In Need funding allows us to facilitate various celebrations within refuge and therefore help the families to increase their understanding of one another. This introduction to the various cultural celebrations is often the first time our families have experienced true diversity and to see the children/young people from different ethnic and cultural backgrounds coming together with such positivity is great to see.



Our families have enjoyed numerous trips and activities across the year and the firm favourites continue to be Chester Zoo, Splash Land, Imagine That and Blackpool Pleasure Beach. We have been able to make these places accessible to our families by covering the costs of entry and transport, allowing them to focus on building happy memories of their time together. The school holidays are always a happy time in refuge but the activities aren't all about spending money; some of the most effective sessions are based on being creative (and messy!) or just preparing a basic picnic and walking to the bottom of the road to have a teddy bear's picnic in the park.



Staff have worked tirelessly with partner agencies to ensure the children and young people within our service have access to the best possible support for them. They regularly communicate with local schools, Children's Social Care, Health and Children's Centres to pull together all of the options this borough can provide to families.

Laura Foster
Snr. Children's Worker



Ross House

This year the refuge recorded a total of 145 referrals into the service, however this is likely an under-representation as we know a number of requests for accommodation were not recorded across the year. 53 women took up our offer of accommodation this year (37%), bringing with them a total of 68 children. Not all of the women coming into refuge have children, the largest family living in refuge this year was a woman and 5 children, all aged between 7 months and 8 years old. This was a further increase from the total of 56

Referral Sources into Ross House			
Housing Options/Homeless Teams-Knowsley	8%	Housing Options/Homeless Teams-National	25%
Other Housing Related Services-National	2%	Refuges/Domestic Abuse Support Services-National	21%
IDVA/IDVA Services-National	9%	Children's Social Care-National	10%
Police/Probation Services-National	3%	NHS Services/Hospital-National	4%
Self-Referrals	13%	Other	5%

children and young people in the previous year.

Each referral is looked at on its own individual circumstances and we do our best to accept as many referrals as we possibly can. Of the unsuccessful referrals 31% were refused by the woman herself; the others were for a variety of reasons including having support needs that the service could not meet, the area not being safe or the fact that the referral had been made inappropriately as domestic abuse was not the issue.

Our referrals come from a variety of sources and from all parts of the country. It is so important to ensure that cross boundary referrals continue to be possible within the refuge picture nationally to ensure that women can truly feel safe after they have fled a perpetrator.

We have continued to see an increase in the number of women/families coming into the refuge with high level complex needs. We attempt to adapt our service delivery to suit, and where necessary bring in external support services. Of the women we supported 42% came to us needing specialist support for mental health conditions, although a far greater number acknowledged that their experience of domestic abuse had affected their mental health in some way. 19% of those supported were open about their need for support around substance misuse, including alcohol. Ross House is a drug and alcohol-free zone and many women comment on the fact that this helps them to move away from this dependency. Only 6% of the women coming into Ross House had a recognised disability. A much larger proportion of the women struggled with the physical and psychological impact of the abuse they suffered and our experience tells us that these psychological scars take the longest to heal.

We continue to support the women to move on from refuge in a way that is led by them and allows them to feel safe within the community. Not everyone wants to start from scratch but for others it is the only way to feel safe again.

Seeing our women and families move on in a safe way is reward enough for our staff but it always nice to hear some positive feedback from the women below:

Move On From Refuge: Total Leaving 58			
Returned safely to previous property	12	Started New Tenancy	16
Stayed with family/friends	15	Supported Accommodation: Refuge, Mother & Baby Unit or other	6
Evicted	8	Abandoned	1

'Just to say a big thank you for everything you have done for me these past few months, and the help that you have given me to get me where I am today.'

'Thank you for being there when no-one else was! You guys do a great job and change many lives for the better.'

We have continued to develop the service over the past year with some staff taking on specialisms in order to more fully support women and families. A member of the team is qualified to Level 3 British Sign Language ensuring an accessible service to deaf or hard of hearing women. Other staff increased their knowledge and skills around mental health, welfare benefits and housing.

The women play a big role in our service development. Regular liaison via weekly house meetings and discussion groups informs service delivery and future planning including ideas for activities and group sessions.

Collaborative working is highly valued with this year being no exception. We have built on our working relationships with some agencies whilst creating new and exciting partnerships with others.

Although our focus is supporting people through their experience of domestic abuse we understand this is not the only support needed, we ensure our package of support is tailored to the individual and encompasses their requirements. We work on confidence and self-esteem, as well as encouraging women to learn new skills or try activities that they may not have had the opportunity to do before.

The Refuge Service works closely with our Children's Service to develop a whole family approach and build on parenting skills while creating positive family experiences and memories.

The on-site gym equipment and access to health advice supports those who want to make more health conscious changes to their lives which can in turn make massive improvements to their mental health as well.

Refuge Manager Lesley Green

The First Step Project – Survivors to Thrivers

We offer long Term support for victim/survivors

We accept Self Referrals

We support victim/survivors assessed as Low to Medium Risk

We Provide:

- Emotional and practical support.
- Support to both female and male victims of domestic abuse.
- One -to -one sessions relating to the dynamics of domestic abuse.
- Information to the individual to make informed decisions.
- Group programmes: Freedom Programme, Recovery Toolkit, other personal development groups and moving on sessions.

The First Step Project has continued to deliver services to victim/survivors of Domestic Abuse and their extended families.

During 2017/18 a total of 188 **victim/survivors** contacted the service for support. We have engaged in 254 1-1 sessions with service users offering practical and emotional support, for some people the one initial telephone call provided answers to their questions. For some of our service users the thought of joining a group can be daunting and leave them feeling quite anxious, while for a small number where group work is an issue we offer 1-1 work or the opportunity to sit in on a group session and see how it feels for them.

With the support of the Big Lottery and the Henry Smith Charity funding, we have been able to offer a variety of wellbeing sessions, group work and family days out for our service users and their families/children.

Freedom Programme

Two Freedom Programmes have been delivered at our centre in Huyton where 18 women received a certificate of attendance. Their success was celebrated with a pamper day including aromatherapy, hand massage and mini manicure session followed by a buffet lunch. It was lovely to see the women laughing and enjoying their time together and most importantly having some quality 'Me Time'.

Recovery Toolkit

Our first Accredited Recovery Toolkit programme was facilitated with 10 women successfully completing the full programme and attaining an 'Open Awards' accreditation Level 1 in Personal Confidence.

The Recovery Toolkit programme accreditation is verified by Open Awards under the auspices of Linda Davies from Tools4change who sent her congratulations on all the participants' portfolios gaining approval from the internal verifier.

Some comments from clients who participated:

- *"I have broken away from the abuse and I am moving forward, I have started a new job and building a future with my family and friends. Most importantly my mental health has improved greatly, I feel stable and safe".*
- *"My children are now doing well and I am feeling positive, I'm still here and getting stronger every day I can now see a future, my confidence is back and I have now found my voice".*
- *"I have a better relationship with my family and free from financial abuse, I feel confident and happy and not crying every day. The Recovery Toolkit has given me my life back, I have made new friends. I am smiling again thank you so much".*
- *"At the lowest point in my life I picked up the phone and called The First Step, I am so glad I found the courage to speak to you and ask for help. You have changed my life".*
- *"Thank you so much for all those difficult times you stuck beside me in that horrible place, you are amazing".¹*

Their hard work and commitment was rewarded at a Spa Day at Huyton Leisure Centre and a buffet lunch.

Words Biggest Coffee Morning at The First Step

On the 29th September 2017 we held a Coffee Morning for McMillan at The First Step. McMillan's goal is that they are there for everyone affected by cancer when they need it most. By taking part in this great event we are helping to make a huge difference to millions of patients their families and their friends.



We had members of our local fire service and local services attend, it was a great opportunity to catch up over a coffee and cake. A raffle and tombola we held raised a total of £171.40.

¹ This comment comes from a victim survivor who could not make eye contact on her first appointment due to the abuse she endured. She is now free from abuse and is holding down a full-time job that she loves, her confidence and self-esteem have returned and she has a loving family around her.

Lush Day

Two representatives from the LUSH staff team gave 15 women the opportunity to try their different products some of the women were given a luxurious hand massage. Following a 2-hour session the women were given a Lush goody bag full of complimentary products. The women enjoyed a catch up during the break over tea, coffee and cake.



Some comments from women who attended:

😊 *Thank you, I feel great and smell gorgeous!*

😊 *Glad I came today, I've had a lovely arm and hand massage, I feel so relaxed*

😊 *I can't wait to get home and try my freebie bath product; I've really enjoyed today, thank you*

😊 *It was really nice to see the ladies today, had a great catch up over a nice cuppa and to top it off I smell gorgeous*

Visit to Chester Zoo

During the summer months we arranged a visit to Chester Zoo for the women and their children, 16 adults 18 children and 2 under 2's had a wonderful day. All were picked up by Coach and transported to the Zoo with the children enjoying refreshments on the journey.

Indian Head Massage

Following completion of the Freedom programme we provided a taster session of an Indian Head Massage for the participants. This was enjoyed by all who attended and some of the women stated they had never experienced a head massage before but felt totally relaxed after the session. Refreshments were provided giving an opportunity to enjoy catching up with each other.



Volunteers

We now have two volunteers working with the Survivors to Thrivers project; both women have moved forward and expressed an interest in supporting the project.

Careers Corner

Our project Worker has set up Careers Corner for service users who are looking towards future employment and volunteering opportunities. The project worker has facilitated I.T sessions with some service users and provided CV/job application workshops.

Promotional Information

We have continued to promote the service across Knowsley delivering 800 pieces of promotional information including leaflets, posters, stress balls and general information to suitable venues such as GP surgeries, clinics, libraries and partner agencies.

We also provided personal attack alarms for service users who felt vulnerable when out and about.

across Knowsley delivering 800

Information distributed across the Borough	
Tear off Posters	49
First Step Project	231
General Information	226
Talking to Children	153
Ross House	40
Stress Balls	17
Personal Alarms	9
IDSVAS	75

Feedback from Service Users

- *Excellent Service for my needs, staff are amazing and a credit to your service*
- *I can't thank the service enough for all the help and support, it has been invaluable*
- *The service was sensitive to my needs, they made me feel better*
- *My advisor was very sensitive and understanding of my situation I felt very comfortable with her*

Moving Forward

Our project worker has created a booklet called 'The Next Step' the booklet includes training and volunteering opportunities for service users, it also includes 'out and about' and 'things to do' offering a range of activities and services for people aged 8 to 90 including training/education/health and wellbeing/arts and culture.

Maria Lloyd
Senior Domestic Abuse Worker

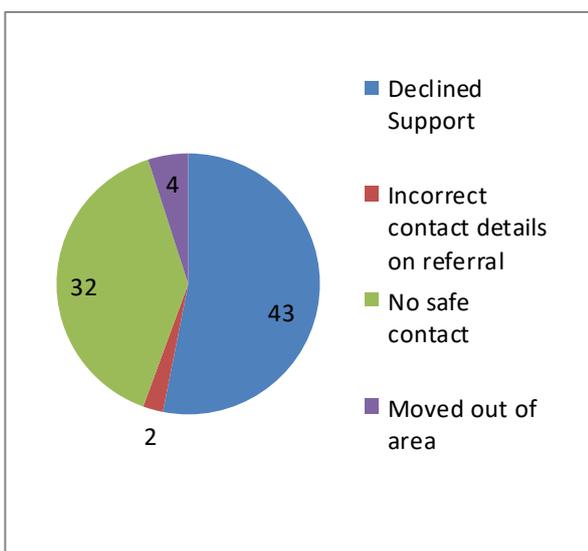
Independent Domestic & Sexual Violence Advocates (IDSVA)

The IDSVA Service continued to receive referrals at a consistent rate in 2017-2018 but we did see a small reduction of referrals with a total of 345 cases compared to 363 cases in 2016-2017. This is the same number of referrals received in 2015/16.

There were 2 MARAC's held each month at Huyton Municipal Buildings.

Annual Breakdown of Engagement	
Number of referrals to IDSVA	345
Number of referrals contacted	306
% of referrals contacted	89%
Number of referrals engaging	263
% contacted referrals engaging	86%
% of ALL referrals engaging	76%
Number of clients supported through CJS	107
Number of clients supported through Civil Courts	55

- The IDSVA Service is funded for 2.6 IDSVA posts and this is currently managed between three IDSVA's based at The First Step.
- The Safelives recommended caseload is 100 cases per IDSVA and therefore suggests the Knowsley IDSVA Service should have 3.5 IDSVA's to safely manage the current level of cases being referred. Despite the continued high number of referrals, the IDSVA Service has maintained extremely high levels of contact with victim/survivors at 89% (of the total number of referrals) and 86% of those clients have engaged.



The chart shows a breakdown of the referrals IDSVA's were unable to contact at the first attempt and reasons why. The safety of clients is paramount to the IDSVA service and we have to consider this when assessing how to make first contact with any new referral.

- When IDSVA’s receive a referral, we make at least 3 attempts to contact someone to offer support if it safe to do so. Safe contact is assessed based on; information contained in the referral, what we may already know due to previous involvement and also information obtained via the MARAC process from partner agencies.
- There is still a lot of work involved if contact is made and the support is declined, or IDSVA’s are unable to make contact for whatever reason. IDSVA’s will liaise with relevant agencies involved, prepare/research cases, provide advocacy at MARAC, follow up on MARAC actions and try numerous ways to engage with the client

Repeats

- 91 out of 345 cases were repeat cases, this equates to 26% of the total number of cases. Safelives recommend that with an established MARAC the expected level would be in the range of 28-40%. Therefore the Knowsley MARAC is just below recommended range for repeat cases.
- The MARAC Steering Group is completing a piece of work around the repeat rate and cases that are referred repeatedly to MARAC and IDSVA. This is to analyse any trends that may be forming as well as looking at good practice in other areas.

Analysis of IDSVA support within CJS

An integral part of the IDSVA role is to support our clients through the Criminal Justice Process and any Civil Court proceedings. IDSVA’s spend a lot of time liaising with relevant agencies such as Police, Witness Care Units, Solicitors and attending court and other appointments. IDSVA’s continue to work with these agencies to work towards improving the experience for our clients within all areas of the CJS. When attending court with someone, IDSVA’s are unable to plan any other meetings in their diary as the length of hearings vary from case to case. IDSVA’s will prioritise court attendances for those clients who don’t have legal representation or any other support with them on the day.

CJS/Civil Court support	2015-2016	2016-2017	2017-2018
Number of clients supported through CJS	127	139	107
Number of client supported through Civil Courts	58	58	55

Target Hardening

Target hardening remained a vital resource for the IDSVA Service and important addition to safety planning with our clients. The process for referrals changed this year and the IDSVA’s now send any requests for target hardening

to the Safer Communities Team. The IDSVA's can still make recommendations based upon the incident details, research from other agencies, and the client's perception of risk and the IDSVA's own assessment. A large proportion of IDSVA clients are housed by Knowsley Housing Trust (KHT) and therefore KHT will complete any target hardening required. The amount of target hardening requests made by IDSVA has decreased from previous years because of this.

Police Initiatives

The IDSVA Service has continued to support ongoing Police Initiatives such as the Domestic Violence Disclosure Scheme (DVDS) in Knowsley, also known as Claire's Law. It is important, when safe and practicable that an IDSVA attends when disclosures are made, this means immediate access to support, advice and safety planning for the person affected. The IDSVA Service strives to improve joint working with all partner agencies especially the Police who are a key agency in the work we do.

Staff updates

I returned to work in September 2017 following maternity leave and would personally like to thank Laura Kelly for undertaking the role whilst I was off and for doing an amazing job managing the IDSVA Service. Laura continues to be a massive support to me and the team as well as providing an excellent IDSVA service to her clients and goes the extra mile.

I would also like to thank Kerry Dyson who covered the full time IDSVA position whilst I was off and who fitted into the team straight away and took on the IDSVA role with ease.

Congratulations to Amy Lyon-Taylor who announced her pregnancy last year and has since gone on to have a gorgeous baby boy. Thankfully for the IDSVA Service, Kerry was able to come back to cover Amy's maternity leave which meant a smooth transition and minimal disruption for clients during this time.

Looking forward:

During the year 2018-2019, the IDSVA Service will be delivering an offer for 16-19 year olds assessed as bronze or silver. This is a condition of the grant funding for this year and will be monitored closely with a robust review scheduled for September 2018. Laura Kelly has completed the Safelives Young People's training to support this work.

I would like to finish by thanking all of our colleagues and partner agencies that work alongside us; we look forward to continuing to work with you and delivering a fantastic multi-agency offer of support to our GOLD clients.

Emma Kay Senior IDSVA

Our Fundraising Promise

We know that when you make a donation, whichever charity you support, you will want to know that the organisation is committed to best practice. That we are responsible in the way we fundraise, dedicated to honesty and accountability. That is why The First Step has signed up to fundraising regulation through the Fundraising Standards Board (FRSB). Membership is a commitment to the highest standards of fundraising. Should there be any concerns about the way we fundraise, we have a robust complaints process in place, notifying the FRSB of any issues raised. It is about being accountable for our actions and ensuring that we put you, our supporters, first.

You will see the **give with confidence** tick logo on our website and appeals, reminding you of our commitment to best practice in fundraising. We hope that our membership will give you added confidence in our fundraising and, ultimately, encourage more people to provide vital support for us to continue to support victims and survivors of domestic abuse.

If you have any concerns about the way we fundraise, please get in touch by calling 0151 548 3333. You can also download a copy of our complaints procedure at: www.thefirststep.org.uk

Our fundraising promise to you

We are committed to high standards
We are honest and open
We are clear
We are respectful
We are fair and reasonable
We are accountable

You can help us by:

Just Giving:

Make a donation on line by visiting
www/justgiving.com/thefirststep

Just Text Giving:

Just text TFSS01 plus the amount you want to donate to 70070
Texts are free to send from all networks

Thankyou

THE FIRST STEP LTD

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<u>Income from:</u>					
Donations and legacies	3	5,622	-	5,622	14,030
Charitable activities	4	331,923	301,136	633,059	578,594
Other trading activities	5	-	-	-	6,535
Investments	6	4	-	4	48
Total income		<u>337,549</u>	<u>301,136</u>	<u>638,685</u>	<u>599,207</u>
<u>Expenditure on:</u>					
Charitable activities	7	316,335	301,136	617,471	625,562
Net income/(expenditure) for the year/ Net movement in funds		21,214	-	21,214	(26,355)
Fund balances at 1 April 2017		<u>160,320</u>	-	<u>160,320</u>	<u>186,675</u>
Fund balances at 31 March 2018		<u><u>181,534</u></u>	<u><u>-</u></u>	<u><u>181,534</u></u>	<u><u>160,320</u></u>

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

All income and expenditure derive from continuing activities.

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

THE FIRST STEP LTD

BALANCE SHEET

AS AT 31 MARCH 2018

	Notes	2018 £	£	2017 £	£
Current assets					
Debtors	13	24,150		51,437	
Cash at bank and in hand		230,317		210,927	
		254,467		262,364	
Creditors: amounts falling due within one year	14	(72,933)		(102,044)	
Net current assets			181,534		160,320
Income funds					
Restricted funds	15		-		3,450
<u>Unrestricted funds</u>					
Designated funds	16	5,121		-	
General unrestricted funds		176,413		156,870	
			181,534		156,870
			181,534		160,320

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2018. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledges her responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 6/11/18



Mr J D Fagan
Trustee

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2017/18 the First Step received funding and support from:



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