

# Annual Report 2019

April 2018  
March 2019



**PARK  
LODGE  
PROJECT**

Supported housing for young people

# CONTENTS

<b>3</b>	Reflections from the Chair
<b>4</b>	The Project and its services
<b>5</b>	The young people using the Project
<b>6-7</b>	The Manager's vision
<b>8-11</b>	Improving our offer to young people
<b>12-13</b>	Gallery
<b>14-15</b>	Young people's reflections on the service
<b>16-17</b>	A project worker's reflection
<b>18-19</b>	Developing the Project's housing
<b>20</b>	Women in philanthropy
<b>21-23</b>	Supporting staff to achieve their best
<b>24</b>	The Auditor's report
<b>25-26</b>	Statement of financial activities



# REFLECTIONS FROM THE CHAIR

This last year has been characterised by change and development. This has been very necessary because it is well known that unless organisations evolve they are likely to perish.

The appointment of Eddie Bailey as the Project Manager has been a key catalyst for this change. Later in this report he sets out his vision and plans for the future.

The Project continues to house and support increasing numbers of vulnerable young people not just from Leicester but from further afield in the UK and the wider world. We have diversified with regard to those who commission our services and the needs of the young people we support – e.g. mother and baby provision.

The Management Committee, which has been strengthened this year, has made some important investment decisions. Consequently we are beginning to equip staff with more tools to do the job – hardware, software, skills and knowledge. And we have extended the range of support services for the young people, including in-house counselling. We have also taken steps to rebalance the stock of housing we use so that we have more control over its quality.

Park Lodge is a dynamic place to live, work or volunteer. We have always encouraged reflective practice by our staff which is responsive to individual needs of individual clients. As those needs have changed over time, we have moved to create a 'psychologically informed environment' which is explained later in this report. We now provide counselling on demand for young people, which has meant that staff are required to understand more technical and theory-based approaches to support, matching the self-knowledge young people gain from counselling.

We welcome these developments hugely. We recognise they present our dedicated staff with big challenges, as change is never easy. But we believe they have the resilience and resourcefulness to meet them. And, just as important, there is now an appetite within the Project for setting out with a clear destination in mind that is well-suited to the ever-increasing demand for our services. We have every confidence that the Project will get there.

**Elizabeth Barner** (Chair)  
**Bryan Merton** (Vice-Chair)

# THE PROJECT AND ITS SERVICES

Park Lodge Project has been providing high quality supported accommodation for homeless young people aged 16-25 in Leicester since being established in 1972. As a local charity we have helped young people out of homelessness by providing them with accommodation, advice, and support.

We provide a safe environment where young people can learn to thrive, aiming to give them the necessary skills and confidence to sustain their tenancies and begin to live more independently.

## **We do this by ensuring;**

- every young person who applies for accommodation gets fair and equal access
- every young person has an individual support plan that identifies their needs and opportunities for good housing, health, education, training and work.
- our accommodation is fit for purpose wherever possible
- our staff have the necessary attitudes, skills and knowledge to provide the standards of service we strive for
- our staff are DBS checked and implement a clear safeguarding policy that is regularly monitored and updated
- we identify and where appropriate apply for local, regional and national funding and services-in-kind that will further support and develop our work with young people.

At any one time we provide supported accommodation for 46 young people in different properties in the Clarendon Park neighbourhood. In the properties we manage we offer different levels of support for the young people, as some have greater needs than others. We always seek to ensure that each individual gets exactly what they require. As these needs change there will be some degree of movement between and across the different types of provision.

Support is provided through a variety of methods which are delivered on site and off site - one-to-one, group work, drop-in sessions, planned activities, informal education and assessments, both formal and informal. These activities are held during the day and evening, and in various ways that recognise different learning styles and needs.

Each young person is assigned a key worker to assist in their personal development and housing-related support. Staff help residents set their own targets for the future as well as develop the skills for achieving greater levels of independence. The support we offer continues throughout the period the young person is with us, from the point of referral and induction, through their period of residence while their progress is monitored and reviewed, until the point when they apply for and move into their own accommodation. This will continue as long as it is required.

# THE YOUNG PEOPLE USING THE PROJECT

The largest single point of referral remains young people themselves. The main reasons for young people being referred were leaving care (foster families or residential homes) and family breakdown.

The main reason for the reduced throughput of young people is the difficulty accessing appropriate move on accommodation due to the shortage of affordable housing options.



## Ethnic background of young people referred

White		Asian/Asian British		Other ethnic group	
English/Welsh/Scottish/ Northern Irish/British	114	Indian	6	Arab	1
Irish	0	Pakistani	1	Other ethnic group	14
Gypsy/Irish Traveller	0	Bangladeshi	1	Unknown	9
Other White Background	2	Chinese	0		
		Other Asian Background	1		
Mixed/Multiple ethnic groups		Black or Black British		Total	
White & Black Caribbean	4	African	15		176
White and Black African	0	Caribbean	6		
White and Asian	1	Other Black background	0		
Other Mixed background	1				

## Age & Gender breakdown from referral monitoring (01/04/18 – 31/03/19)

Age	Under 16	16	17	18	19	20	21	22	23	24	Over 25	Unknown
Female	1	13	8	10	4	4	2	0	2	3	2	2
Male	0	17	34	12	11	10	7	7	6	5	2	4

The high occupancy levels and young age of referrals help to explain why we were not able to accommodate more people.

Of the 23 young people moved in with us between April 2018 and March 2019:

- 17 still remained in April 2019
- 4 moved to own accommodation, or to family, friends or other supported accommodation
- 1 was asked to leave due to anti-social behaviour
- 1 simply left for unknown reasons

# THE MANAGER'S VISION

We believe that all young people have huge capacity to achieve within their lives, and have skills, talents, abilities and personal qualities that should be celebrated and encouraged to grow. Young people have great potential. However we are acutely aware that many of the young people we support have had significant challenges to face within their lives.

Many young people come to the Project as a result of family breakdowns, being looked after children, seeking asylum, or experiencing homelessness.

Any life experience which affects a young person's ability to have an established and secure base with stable and positive attachments, is likely to influence their view of themselves. Often young people present as having low self esteem, being defensive or aggressive, having low expectations or aspirations.

Coping with instability in early life can lead to young people experiencing mental health challenges. These often result in them utilising unhealthy coping mechanisms such as; using substances or alcohol, engaging in self harm,

antisocial or risk-taking behaviour. At Park Lodge we view such behaviours as symptoms of a deeper cause of their mental distress.

We believe that all young people have immense potential, which can be supported through providing a therapeutic and encouraging environment.

The Project has taken many positive steps during the year to acknowledge the root causes of young people's difficulties and provide a safe environment for young people to explore their own feelings, attitudes and behaviours.

All staff have received training on the key elements of providing a Psychologically Informed Environment and the Project has commissioned reflective practice supervision for all staff to engage with, to ensure they are working sensitively and positively to promote a practice model which puts young people's well being at the centre of our interventions.

*"I wouldn't be where I am today without all the incredible help and support I received by everyone at Park Lodge"*

**former resident of Park Lodge (2019)**





A review of our key areas of Policy and Practice has been instigated to reconsider our working methods. The idea is to reduce punitive responses to young people's distressed behaviours, encourage young people to examine their behaviours and understand the underlying causes of their distress, and ensure that young people are able to be stakeholders in the Project and the support they receive.

The physical environment is also being explored with young people, seeking their ideas on the refurbishment of existing buildings to ensure that physical barriers to engagement are removed where possible and that the environment is homely, comfortable and supportive.

Good support is based upon honesty, confidence and mutual trust between staff and the young person, whilst involving a range of agencies who can add to the package of support and development young people receive. Project staff have sharpened their focus to create positive relationships with young people, giving young people time to explore their concerns and seek empowering solutions.

To support young people's exploration of self, the Project has also commissioned counselling and psychotherapeutic services, fully funded by the Project, enabling young people to access these services in house and at the point of need.

We have seen the benefit of young people engaging with these services and experiencing significant improvements in their self worth and mental health. We are extremely proud of the young people who have taken these steps forward.

Providing a supportive and therapeutic environment is a priority of the management team and whilst creating and maintaining such an environment takes significant investment of time and resources, we are committed to developing this approach over the coming years to ensure that all young people who live with us are afforded the best possible opportunity to develop themselves.

## **Eddie Bailey**

Manager/CEO

# IMPROVING OUR OFFER TO YOUNG PEOPLE

Driven by our charitable objectives, the Project has sought to improve its offer to young people and the reach of its services.

Over the year, the Project has been supporting and housing young people commissioned by a range of local authority areas across the country, as well as unaccompanied asylum seekers who have settled in the UK after fleeing persecution.

During the year we have accommodated young people from seven separate local authority areas and links with local authority commissioners are likely to continue to diversify. Building this range of commissioning relationships is important for the Project's sustainability, whilst also ensuring the Project's reach and impact is maximised. We are proud to provide services to young people from diverse nationalities, races and communities. This has included individuals from LGBT communities, and close links have been formed with specialist LGBT organisations to ensure holistic support.

We have celebrated a range of religious festivals and cultural events, always inclusively involving all young people. These include; Diwali, Eid, Ramadan, Christmas, Easter, Pride etc.

The Project is actively working to expand its service provision and provide new opportunities for young people. We analyse emerging trends and develop and shape our service provision to meet needs.

In 2018-19 we have responded to stakeholder and young person feedback, evidenced demand, and emerging trends by introducing a range of specialist interventions.







## DELIVERING COUNSELLING SERVICES

Open Book Counselling has been working in partnership with Park Lodge Project to develop a new counselling and well-being service for its residents. This is proving successful.

Our combined vision is to ensure that best practice is achieved by fostering meaningful connections with the residents and staff through nurturing and creating a Psychologically-informed Environment (PIE); and the implementation of new service framework model where Trauma-informed Care (TIC) principles can be translated into tangible practice.

My background experience is in working with abuse survivors; as well as adults and children who have experienced trauma in their lives; and ensuring that Trauma-informed Care is implemented into a service that benefits its users.

At Park Lodge Project I have worked with young people who have experienced different forms of abuse (e.g. sexual, domestic, and mental and emotional states (depression, anxiety, low self esteem, shame, loneliness, hopelessness, grief & loss, anger. Some report self harm and suicidal feelings as well.

My approach is to work with the understanding that 'knowledge is power' and the more the clients understand what is happening to them; the less they may fear what is happening to them. This then enables them to heal, rebuild their lives and learn to foster new healthy and supportive relationships in their futures.

**Vicky Lennox-Warburton**

Dip.Couns MBACP

## A MOTHER AND BABY OFFER FOR ACCOMMODATION AND SUPPORT

The Project has developed an offer for mother and baby placements in acknowledgement of limited mother and baby supported accommodation, and young women often having to leave the area to gain accommodation at what is a particularly vulnerable point within their lives.

## TRYING TO KEEP YOUNG PEOPLE SAFE

As violent youth on youth crime figures rise and the Project has experienced an increase in young people carrying weapons and being influenced to be involved in gang violence, we have created tailored interventions and mentoring to reduce risks. We have also commissioned two of our project workers to receive higher level training in this area provided by Birmingham University and joined a network of regional services sharing skills, experience and expertise.

## HEALTH AND WELL-BEING INTERVENTIONS

There has been a 48% rise in the number of young people reporting mental health concerns from 2004-2017 (Centrepoint) and an increasing trend of young people at the Project reporting being the victims of abuse, experiencing sexual violence or exploitation, experiencing suicidal thoughts or having experienced significant trauma. Consequently, the Project has begun to develop its Health and Well Being interventions, including counselling, Cognitive Behaviour Therapy, coaching, confidence-building, healthy eating and exercise programmes. The Project intends to expand on this, creating group psycho-education programmes in the new year.

## DEVELOPING LIFE SKILLS PROGRAMMES

Recognising that some young people may have missed out on education opportunities the Project has developed excellent links with schools, colleges and alternative education providers to assist young people to access personal development opportunities. The Project has partnered with Centrepoint to offer accredited Life-Wise programmes and has developed delivery of ASDAN accredited programmes to assist young people to prepare for independence.



## CREATING SPECIALIST ROLES

Whilst project workers provide excellent holistic support to the young people who live at the Project, developing specialisms within the team adds to the range of professional skills young people can draw upon. During the year 2 staff members have developed into new roles.

### Registered Social Worker

We have created a registered social worker role that will manage placements and engagement with social care placement teams, act as the designated safeguarding officer and provide advocacy for young people when dealing with social care departments and immigration authorities.

### Activities Co-ordinator

We have also appointed an activities co-ordinator to plan and co-produce activities with the young people, seeking to take account of their preferences and identified areas of personal growth. They will ensure that there is a range of regular activities taking place within the Project as well as organising off site outings and residential trips to challenge young people, provide confidence building, team working opportunities and recreational activities.

The Project consults with young people and stakeholders on a regular basis to seek suggestions for new developments of our support packages. Where needs develop or are unmet, we actively seek through our own development and commissioning; and through partnerships with specialist providers, to tailor and improve our services to meet the needs of the young people we support.

## IMPROVING YOUNG PEOPLE'S EXPERIENCES OF LIVING AT PARK LODGE

Park Lodge is a learning organisation, always looking to question the practices being employed and develop its approach. We regularly consult with the young people who live at the Project to understand their experience of living at the Project. We believe that young people should be given the opportunity to shape the support they receive with our core aim being continuous service improvement.

**Young people have been given the opportunity to take part in a number of consultation and feedback exercises. The results of these suggest that;**

- 96% of young people were happy with the service they received
- 92% of young people considered the support service to be good or excellent
- 96% of young people would recommend the park lodge project to a friend or relative
- 84% of young people felt they were involved in the development of the Project





The Project has  
developed an  
offer for mother  
and baby  
placements





We regularly consult with the young people who live at the Project to understand their experiences



# YOUNG PEOPLE'S REFLECTIONS ON THE SERVICE

Supporting Unaccompanied Asylum Seekers is a significant part of the Project's work. We are pleased to provide a place of safety and solace to young people who have fled violence and persecution, and assist them to develop their independence. Two of our young people have chosen to write their reflections of the service for us to share in this annual report.

*"I have been at Park Lodge for approximately two years. When I came to Leicester I did not know anybody. Park Lodge made me feel welcome and I felt that I would be happy to approach staff members with any of my concerns. They helped me to register with doctors and got me into college to do ESOL (English for Speakers of Other Languages) entry level 1. I have since progressed and I am currently studying for entry level 3.*

*I have enjoyed my time at Park Lodge, especially the residential trips, going to the cinema and skating. I enjoyed getting to know staff members and other residents that were in the same situation as me. These activities really helped me to integrate with residents who came from a different background to me.*

*The support that I have received has helped me to be more confident and gain independence skills such as; shopping, budgeting, how to run a house, and sexual health awareness.*

*I am happy with all the Park Lodge staff team for helping me secure my own tenancy as it's been a very difficult journey for me, being a refugee in a different country. I have finally got a place to call my own. Thank you to all the staff members for their support and help. Park Lodge will always have a special place in my heart."*

**UASC Resident**





*"I have been at Park Lodge for six months and staff have supported me settle in Leicester. I have been supported with suggestions of how I can improve my English that were simple, and this has helped me to integrate with the rest of the community. I enjoyed learning about sexual health and drug and alcohol awareness. Coming to the UK as a refugee I did not have a broad understanding of what are the signs for STDs and what impact addictions to substances can have on some young people's lives. I feel that I am more aware and am able to make more informed choices.*

*One of the main things that I did was work experience at British Gas. Staff members encouraged me to gain the courage and confidence to attend a 2 week work programme with British Gas which I found really useful as I got to know what areas I need to improve to get employment and I also received a certificate .*

*I have been given support with creating a CV and how to approach employers for jobs. The staff team encouraged me to believe in my own abilities and not give up on my own aspirations. This is what I will take from my experience Park Lodge. Thank you."*

**UASC Resident**



# A PROJECT WORKER'S REFLECTION

## SUPPORTING STUDENTS IN PLACEMENT

The Project has multiple relationships with schools, colleges, training providers and universities within the region, providing a range of work experience and placement opportunities. We encourage students to examine their ethics and values, provide effective and supportive interventions and embed learnt theories into their practice.

I supervised two students during the year, one from De Montfort University (DMU) Leicester and one from The University of Derby. They both worked really well with the young people, supporting them with life skills, confidence and well-being; through one to one sessions and group activities.

They both successfully passed their placements and built some positive relationships with the young people. The student from DMU who was studying for a BA Hons in Youth and Community Development put on a fundraiser that was planned with the young people and raised money for young people's activities. The young people chose how to spend the money raised, organised an activity in which all who participated went to the cinema and then went out to dinner. The activity demonstrated that young people can be self motivated and organised, achieving their goals through hard work and engagement with staff and the general public.

### Chantelle Fear

Project Worker



## PROVIDING ACTIVITIES - HAVING FUN WHILE GROWING CONFIDENCE

I have been working at Park Lodge for some years now as a support worker, but over the past few months my role has changed, and I am now the activities coordinator. This has been an exciting time for me, learning new skills and experiencing new challenges. The activities that have been offered include; roller skating, indoor golf, bowling and going to cinema. These activities also gave the young people the opportunity to learn new skills and experience different challenges.

We organised a day trip to Skegness and all the young people said that they had a great time. Some of them had not been to the seaside before, so it was a really enriching experience for them and a happy memory that they will treasure. At present we are organising a weekend residential trip to White Lakes, which will be packed with different activities that will push their abilities to a new level.

The activities that the young people are getting involved with are not just about having fun, although they do. It is also about young people stepping out of their comfort zone and learning to deal with new challenges; meeting and talking to people they would not usually talk to, socialising and making new friends, building on self-confidence, working in a team, and realising that they can achieve. This can have a great impact on the well being of a young person and prepare them for different opportunities and challenges they will meet in their futures.

Park Lodge also offers in-house activities throughout the week. These activities give the young people a chance to meet others that are living at Park Lodge and build on their social skills, developing friendships with people who are in the same position as themselves. This helps the young people break down feelings of isolation and loneliness.

We also work with Leicester City Football Club and Soft Touch Arts who bring different ideas and techniques on how to inspire young people to develop and achieve.

**Michelle Miller**

Activities Coordinator

# DEVELOPING THE PROJECT'S HOUSING

Demand for supported accommodation for young people has continued to grow to unprecedented levels over the last decade with recent figures suggesting a 17% rise in youth homelessness between 2016-18 (CentrePoint).

The Project has consistently held a waiting list for supported accommodation and during 2018-19 more than 20 young people were consistently waiting to receive a service.

Guided by our charitable objectives, the Project's management committee sought to expand its housing stock to assist in meeting the ever-increasing demand.

As a result of sound financial management, the Project has been able to reinvest some of its funds in the purchase of new properties, to increase the number of young people it can accommodate.

## THE WEST END PROJECT

The Project has a long history of providing supported accommodation in the Clarendon Park area of Leicester City, with our main Hub property at Central Avenue being complemented by a range of flats and communal living houses within the neighbourhood.

While considering expanding the Project's housing stock, the management team decided that it should replicate this successful model of a large Hub property with associated move-on properties within another area of the city.

After reviewing the local housing market and the facilities available for young people a decision was taken in late 2018 to purchase properties in the West End area of Leicester, where property prices are competitive, transport links are excellent and community resources and facilities are good.

## THE HINCKLEY ROAD HUB

In early 2019 the Project was able to purchase a large former nursing home. In consultation with staff, young people and stakeholders the Project has begun to redesign and refurbish the property to provide;

- 13 bedrooms to accommodate young people, 11 of which will have en-suite facilities.
- 3 separate kitchen facilities including a large dining kitchen where young people can learn catering and food preparation skills.
- 2 large recreational lounges including games and activity spaces.
- Large meeting rooms, 1-1 spaces, and counselling rooms.
- High speed Wi-Fi facilities throughout the building.
- Access to computers for young people to use.
- Purpose built staff offices
- Fully accessible disabled facilities

The Project aims to open the accommodation and begin providing services and accommodating young people in early 2020.



Recent figures  
suggest a 17%  
rise in youth  
homelessness  
between 2016-18

## SWEETBRIAR ROAD FLATS

To complement the Hinckley Road hub and provide move on tenancies within the same community, the Project has also purchased a block of 3 self-contained flats. These properties are of a high standard and after minor refurbishment work is completed, will be ready to let by August 2019

These two new properties will increase the number of young people the Project can support by 16.

Improvements have been made to some of the Project's existing houses during 2018-19

including redecoration and refurbishment, garden improvement work, replacement of kitchen units and installation of Wi-Fi internet services. Further improvements are planned for 2019-20 as the Project aims to ensure that it provides high quality accommodation for all of the young people it supports.

**Eddie Bailey**

Manager/CEO

# WOMEN IN PHILANTHROPY (WIP)

Women in philanthropy choose three different charities to support each year. The charities benefit from the WIP's membership money, with half of all funds raised being donated to charitable causes.

After doing a Dragons Den type presentation, Park Lodge was fortunate to be one of the chosen three charities invited to deliver further presentations. A final film premiere was held on the 13th of March at Curve theatre where a short film was shown about the Project and a questions and answers session was hosted by Bishop Tim Stevens about the work we do. I was privileged to be able to represent Park Lodge in doing this which will benefit the Project and our young people in many ways not only with the donations but also in ensuring Park Lodge has wider exposure.

I would like to take this opportunity to thank Women in Philanthropy for choosing Park Lodge as one of their chosen charities. It was a great honour and a fantastic experience.

Women in Philanthropy kindly made a donation to the Project of £3500, with an additional contribution likely in March 2020, which shall be used to fund a residential trip for young people, developing their team work, confidence, and motivational skills as well as providing an enjoyable recreational experience.

## Michelle Calvert

(Support worker)





# SUPPORTING STAFF TO ACHIEVE THEIR BEST

The Project has made a significant investment in staff, seeking to ensure they are well supported, motivated and have the right tools to do the job.

A full strategic review of the service and its delivery methods, as well as consultation with staff and young people highlighted the need to modernise the methods of service delivery to ensure that there is reliable evidence of significant impact.

The review also demonstrated that whilst staff performed consistently providing good quality support to young people, they could be much more efficient if better delivery and management systems were developed.

The management team has committed to investing in staff and their abilities to deliver at the highest possible levels by instigating the following developments;

## **The Park Lodge User Support System (PLUSS)**

The Project has made a significant financial investment commissioning Lightning Bolt, a local Information Systems Development company, to design and create a bespoke Computer Records Management System (CRM).

PLUSS is being coproduced in consultation with the management team, staff, and young people. The aim is to create a paperless working method that is user friendly and enables staff to work with residents in a more interactive manner.

The system will enable staff to work much more efficiently, being able access the support system in any location, record support information and collate monitoring information seamlessly and in real time.

Additional benefits include;

- A portal for young people to view their support records and progress
- Interactive elements where young people can message staff, receive emails and text messages, and take part in feedback exercises online.
- A knowledge bank of quality advice and information that staff and young people can draw upon
- Quality, up to date, performance information for staff and management team
- Full GDPR compliance with the highest safeguards in data security.

We expect the system to go live in late 2019 once a robust period of testing is completed.

## **ICT Infrastructure**

The Project has invested in the ICT infrastructure of the Project to ensure that a modernised, interactive and paperless method of service delivery is fully supported. A range of improvements have been commissioned including;

- Improved Wi-Fi and internet services in all Park Lodge properties and office spaces for staff and residents.
- Mobile working solutions for all project staff including mobile phones, laptop and tablet devices and a text-based lone worker system to manage staff safety and reduce risks.
- Moving all project documentation from a fixed server to the Microsoft Cloud space, enabling workers to retrieve documentation remotely, ensuring greater data security and reducing business risk.



## TRAINING AND DEVELOPMENT

The Project encourages all staff members to update and develop their skills and knowledge. The staff team are highly skilled and experienced with several workers having in excess of 10 years' experience of providing support services.

We have a number of staff members with higher level qualifications including undergraduate degrees and diplomas in Housing, Youth and Community Work and Social Work.

During the year the management team has committed to ensuring a minimum qualification level for all staff. The management team have all enrolled on ILM (Institute of Leadership and Management) Level 5 awards.

Level 3 qualifications have been sourced for all staff who have yet to achieve that level of qualification in relevant discipline such as housing, youth and community work, social work. Staff who require these qualifications will begin modern apprenticeship programmes, funded by the Project, in 2019-20.

All staff have received Psychologically Informed Environment training, procured from clinical psychologists at the Homeless Mental Health Service, part of the NHS Partnership Trust.

We were fortunate to be able to procure a two-day programme of Motivational Interviewing training

from Dr Anthony Priest, a Senior Lecturer at Leicester University and a renowned expert within the field. All project workers received this training and have absorbed this approach into their practice.

The Project will continue to aim for high standards and seek to develop the staff team's expertise to ensure that staff feel confident, capable and motivated to achieve positive results for young people.

## REFLECTIVE PRACTICE

As part of the Project's progress towards providing a more therapeutic environment, supervision and appraisal processes have been changed to encourage more self reflection and personal ownership of the support process.

The Project has procured independent reflective practice supervision, sometimes referred to as clinical supervision, for all staff.

The sessions will take place monthly with an experienced counselling professional, who will work with small groups of staff to reflect on individual cases and offer support to unlock psychological barriers to engagement and assist them to create productive professional relationships with young people.



The management team recognises the hard work and dedication of the staff team. Without their consistent efforts, delivering the service would not be possible. The management committee and management team would like to express their sincere appreciation for all that they do

## DEVELOPING THE MANAGEMENT TEAM THROUGH EXECUTIVE COACHING

The Project has provided opportunities for all members of the management team to seek executive coaching in leadership and management from experienced professionals. They meet monthly with successful leaders within the sector, engaging in business mentoring to build their skills, increase their confidence and provide a critical eye to ensure robust strategic planning and management.

## TEAM AWAY DAYS

The Project seeks to involve all staff members in the development of the organisation; having input in strategic planning and being stakeholders in the Project's growth and success.

Team away days are carried out bi-annually to ensure that the strategic objectives are communicated to all staff and that staff are able to influence the Project's development and collectively own the responsibility for its values, approach and direction.

## SUPPORT FOR STAFF MEMBERS

The Project values its staff members and understands that performance at work can often be impacted by challenges they may face within their personal lives. Employee Assistance Programmes have been supplied by Kroner, a company specialising in employment law, ensuring that all staff have access to a confidential advice and support service offering legal advice, employment advice, counselling, and guidance to them and their families.

The Project has also procured 1-1 counselling services through the Laura Baines Counselling Practice, for all staff to access if they wish. This service is free to employees and provides confidential support to staff members to ensure they are able to process their thoughts and difficulties whether related to their employment or their personal lives.

We believe that our staff are the Project's greatest asset and we are very pleased to be able to offer holistic support so they, as well as the young people they work with, can achieve their goals within their roles and their wider lives.

# INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF PARK LODGE PROJECT FOR THE YEAR ENDED 31 MARCH 2019

We report to the trustees on our examination of the accounts of the company for the year ending 31 March 2019.

## Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied ourselves that the accounts of the company are not required to be audited under Part 6 of the 2006 Act and are eligible for independent examination, we report in respect of our examination of your company's accounts as carried out under section 145 of the Act 2011 ("the 2011 Act"). In carrying out our examination, we have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

## Independent Examiner's Statement

We have completed our examination. We can confirm that no matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act: or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a "true and fair view" which is a matter considered as part of an independent examination.
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by Charities (applicable to Charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

We have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

Anil Taylor  
CELERICA LTD  
CHARTERED CERTIFIED ACCOUNTANTS  
FIRST FLOOR  
THE OLD CHAPEL  
9 KEMPSON ROAD  
LEICESTER  
LE2 8AN



Dated: 14/08/2018

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019 (INCLUDING INCOME AND EXPENDITURE)

NOTE	2019 UNRESTRICTED FUNDS	2019 FUNDS	2019 DESIGNATED FUNDS	2019 RESTRICTED FUNDS	2018 TOTAL FUNDS	TOTAL
<b>INCOME AND ENDOWMENTS</b>						
DONATIONS AND LEGACIES	2	11,711	-	-	11,711	3,967
CHARITABLE ACTIVITIES	3	838,945	-	-	838,945	804,589
INVESTMENT INCOME	4	1,611	-	-	1,611	672
OTHER	-	-	-	-	-	-
<b>Total Income and endowments</b>		<b>852,267</b>	<b>-</b>	<b>-</b>	<b>852,267</b>	<b>809,228</b>
<b>EXPENDITURE ON:</b>						
RAISING FUNDS	-	-	-	-	-	-
CHARITABLE ACTIVITIES	5	761,268	-	-	761,268	694,803
OTHER	-	-	-	-	-	-
<b>Total expenditure</b>		<b>761,268</b>	<b>-</b>	<b>-</b>	<b>761,268</b>	<b>694,803</b>
<b>Net income</b>		<b>90,999</b>	<b>-</b>	<b>-</b>	<b>90,999</b>	<b>114,425</b>
<b>Transfer between funds</b>		<b>(719,566)</b>	<b>719,566</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movements in funds</b>		<b>(628,567)</b>	<b>719,566</b>	<b>-</b>	<b>90,999</b>	<b>114,425</b>
<b>RECONCILIATION OF FUNDS:</b>						
TOTAL FUNDS BROUGHT FORWARD		842,817	-	-	842,817	728,392
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>214,250</b>	<b>719,566</b>	<b>-</b>	<b>933,816</b>	<b>842,817</b>

All figures relate to continuing operations.

There were no recognised gains or losses for the current or previous period other than as stated above.

The movement in funds is due to the net incoming resources for the year.

# BALANCE SHEET AS AT 31 MARCH 2019

		2019		2018	
	NOTE	£	£	£	£
<b>FIXED ASSETS</b>	10		719,569		3
<b>CURRENT ASSETS</b>					
DEBTORS & PREPAYMENTS	11	96,940		86,168	
CASH AT BANK	2	483,073		786,526	
CASH IN HAND		4258		48	
		<u>580,271</u>		<u>872,742</u>	
<b>CURRENT LIABILITIES</b>					
CREDITORS	12	36,744		29,927	
		<u>36,744</u>		<u>29,927</u>	
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		543,527		842,814	
<b>CREDITORS:</b>					
AMMOUTS FALLING DUE AFTER 1 YEAR	13		(329,280)		-
<b>NET ASSETS</b>			<u>933,816</u>		<u>842,817</u>
<b>FUNDS</b>					
UNRESTRICTED	16	214,250		842,817	
DESIGNATED	16	719,566		-	
RESTRICTED	16	-		-	
		<u>933,816</u>		<u>842,817</u>	

THE CHARITABLE COMPANY IS ENTITLED TO EXEMPTION FROM AUDIT UNDER SECTION 477 OF THE COMPANIES ACT FOR THE YEAR ENDED 31 MARCH 2018. THE MEMBERS HAVE NOT REQUIRED THE CHARITABLE COMPANY TO OBTAIN AN AUDIT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018 IN ACCORDANCE WITH SECTION 476 OF THE COMPANIES ACT 2016.

THE TRUSTEES ACKNOWLEDGE THEIR RESPONSIBILITIES FOR:

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of the charitable company as at the end of the financial year and of its surplus or deficit for each 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 charitable company.

THESE FINANCIAL STATEMENTS HAVE BEEN APPROVED IN ACCORDANCE WITH THE SPECIAL PROVISIONS OF PART 15 OF THE COMPANIES ACT 2006 RELATING TO THE CHARITABLE COMPANY.

APPROVED BY THE TRUSTEES ON 14 / 08 / 2019

AND SIGNED ON THEIR BEHALF BY: .....  ..... DAVID POLLARD







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