

Airedale Voluntary Drug and Alcohol Agency Limited

operating as

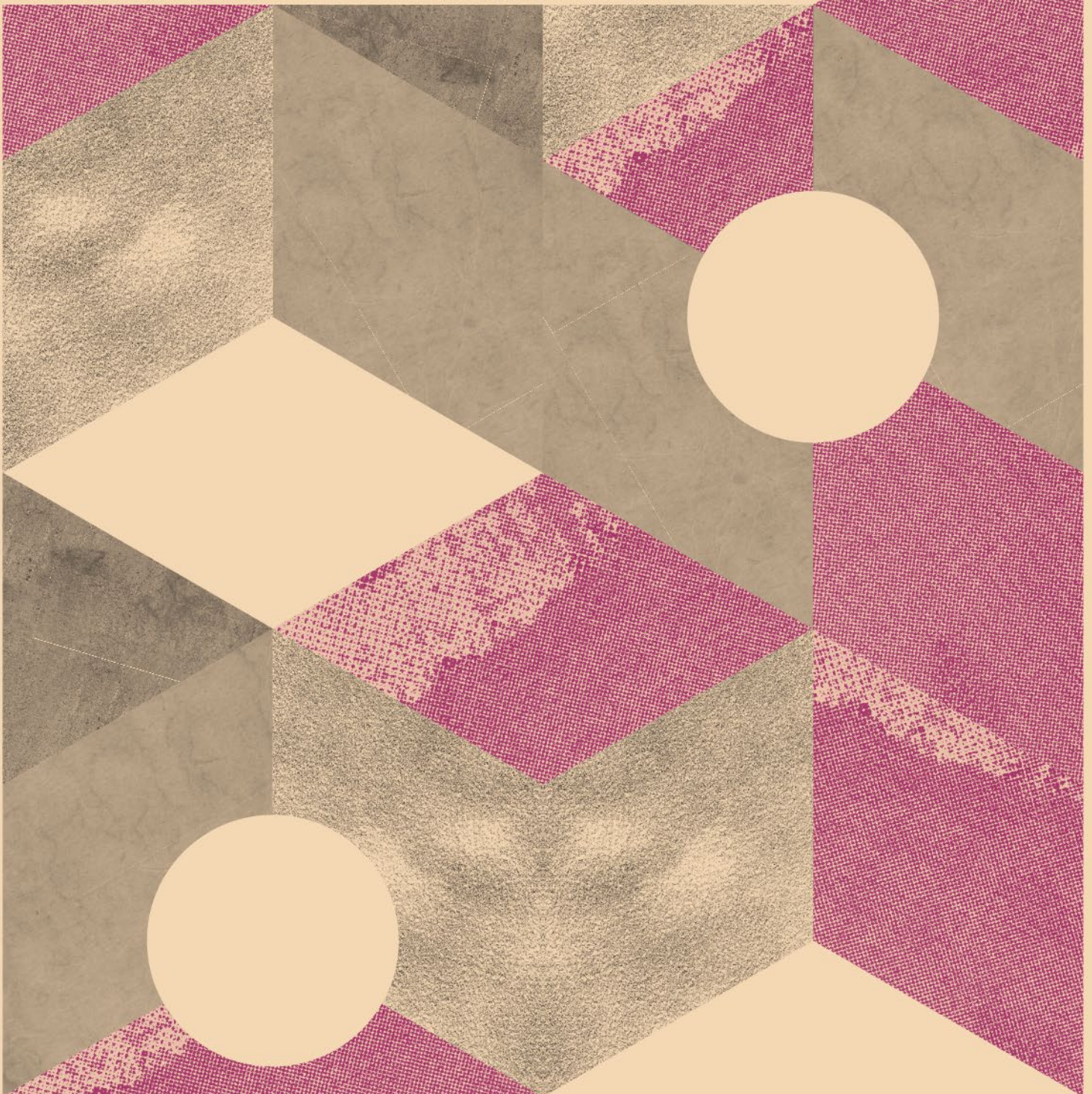
Project 6

(A company limited by guarantee)

Trustees' Report and Financial Statements For the year ended 31st March 2020

Company number: 3430925

Charity Number: 1173006



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Airedale Voluntary Drug and Alcohol Agency Limited
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Reference and administrative details of the
charity, its trustees and advisers

Company number 3430925

Charity number 1173006

**Registered office
and operational
address** 11/19 Temple Street
Keighley
West Yorkshire
BD21 2AD

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Quentin Marris: Chair
Anthony Ball: Treasurer
Peter Bower
Pam Essler
Enid Feather
Dawn Townend (resigned 6/11/19)
Paul Gledhill (appointed 20/8/20)
Sara Lewis (appointed 20/8/20)
Emma Wells (appointed 20/8/20)

Senior Leadership team	Vicki Beere	Chief Executive
	Lynn Lawson	Director of Development and Communications
	Michael Ng	Director of Operations
	Jan Mayor	Director of Learning and Development
	Julie Watt	Director of Finance
	Philip Taylor	Deputy Director of Operations

Bankers Unity Trust Bank
Nine Brindleyplace
4 Oozels Square
Birmingham B1 2HB

Auditor BHP LLP
2 Rutland Park
Sheffield S10 2PD

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their report and the audited financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Since the charitable company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

Purpose and Aims

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

In setting plans and priorities for areas of work, the trustees have referred to the guidance from the Charity Commission on the provision of public benefit in accordance with section 17 of the Charities Act 2011. In particular the trustees consider how activities will continue to meet the objectives they have set and focus on the services which will deliver the greatest benefit to the most vulnerable of the potential service users. In delivering these services we clearly identify, and measure where possible, the benefits that have been delivered.

Trustees' annual report

for the year ended 31st March 2020

We monitor progress to ensure that benefits are accruing as planned, and to learn any lessons that can be fed back into the planning and delivery cycle. Throughout this report, and particularly in the Headline Outcomes and Achievements sections, we note the numbers and categories of service users who have benefitted.

Our work benefits society as a whole as well as the direct service users by our activities in support of families and groups which assist the reintegration of service users into wider society. In doing so the trustees believe that they are meeting the public benefit requirement as set out in section 4 of the Charities Act 2011.

Our core purpose remains as follows:

To provide opportunities and choices for individuals, families and communities to create meaningful and sustainable change in their well-being.

Our **Objectives** are described in our governing documents as being:

To promote the relief of sickness and the protection and preservation of good health of persons in the area of benefit who are misusing or at risk of misusing such substances as alcohol, illicit and prescribed drugs, in particular but not exclusively by the provision of information, advice, counselling and support;

To promote the protection and preservation of good health and the advancement of the education of the public within local communities to facilitate, support and sustain positive change for those of all ages affected by substance use, multiple and complex health and social care needs and their families by the provision of information and advice concerning the prevention of the misuse of alcohol, illicit and prescribed drugs and other substances which are capable of misuse in a manner harmful to health.

Project 6's value statements are as stated below. These values drive our strategic and operational work and guide how we behave internally and externally to the organisation. The people and families we work with are at the heart of our organisation.

The organisation is committed to our Values which are as follows:

- We instil **hope** and promote **social justice**
- We **trust** each other and treat people **equally**
- We **believe** in the ability of people to **change** and in our ability **to make a difference**; we do not give up
- We fulfil our key aim to develop **self-efficacy** and build **social capital**
- Consequently, **'we help people to help themselves'**

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for the year ended 31st March 2020

In order to meet our charitable objects and our core purpose our activities have been restructured into the following services delivered both in Keighley and Sheffield through a wide variety of income sources.

Alcohol and Complex Needs support
Children, young people and family support
Recovery Support
Training and Enterprise

We have continued to use the 5 Ways to Well-being across the organisation both internally and externally to promote the well-being of everyone who works for us, volunteers for us or receives our service.

Summary of Achievements and Impact on Beneficiaries



CEO Introduction

Vicki Beere,
CEO Project 6

2020 had been on our radar for a while as being a potentially tricky one — how little we knew! This was a chance for overcoming some funding hurdles in Sheffield particularly and then working to consolidate the organisation in our second post-merger year. →

→ We achieved some absolutely brilliant outcomes in the year which included:

Starting to properly think about diversity, racial and social justice and really having some deep and challenging internal conversations about our organisation, our own unconscious biases and how this manifested itself structurally within our organisation. We have started working on a number of levels and recognise this will be an ongoing task for all of us.

We have had a particular focus on harm reduction this year and held a series of national harm reduction calls with others in our sector who are passionate about harm reduction locally and nationally. This has resulted in some interesting new networks being formed, Project 6 regaining our Needle Exchange in Keighley and setting up an already highly successful Street Drinkers project in our new premises in Keighley. This all feeds into the bigger piece of cultural work about ensuring all areas of the organisation share the similar values, beliefs and assumptions.

→ We developed a number of new and innovative partnerships this year, most notably with Airedale and Bradford Hospital Trusts and colleagues from across the VCS working in the hospital and intensively supporting people being discharged into the community to prevent any repeat admissions. We have also continued to lead some exciting system work across Keighley and Bradford, collaborating with all of the leaders in health to create community health frameworks and encourage the system to shift its resources to the community where its much needed. Internally we have encouraged and enabled the voice of people who have been through our services through setting up a P6 Citizens Assembly where the Board of Trustees and our people, families and communities can come together to discuss specific topics and influence the organisation at the highest level.

Last but not least, internally we made a commitment to developing our digital presence and strategy through investing in specific roles and software; developed a coherent and consistent HR handbook focused on staff welfare and well-being, maintained our income and ended the financial year in a positive and healthy place.

→ There were challenges for us this year and some sad goodbyes. At the end of the financial year our collaboration with Drink Wise Age Well ended after 5 years. This was expected but still feels like a loss for Sheffield. We also said an unexpected goodbye to our Families Together Team which Sheffield City Council decided to no longer fund. This meant we lost some highly valued members of staff and the opportunity to help some of the most vulnerable families in Sheffield. Other opportunities for us to gain a more statutory footing in Sheffield slipped through our grasp this year, despite over a year of extremely hard work trying to develop partnerships and most importantly really good offers for people affected by substance use and multiple complex needs in Sheffield.

2020 is already shaping up to be the most extraordinarily challenging time. COVID hit us about 10 days before the year end and has created a great deal of uncertainty for our sector and the wider community. However, our response and achievements so far (alongside VCSE colleagues in particular) has been incredible at all levels. We go into this uncertain period on a very strong footing with some powerful partnerships, and are totally committed to ensuring we continue to meet the needs of the people, families and communities who need us now more than ever.



Chair Introduction

Quentin Marris,
Chair of the Board
of Trustees

This report covers a period which started with optimism, continued with a mix of highs and lows then ended just as we were going into lockdown. Project 6 operates in a rapidly changing and demanding environment. This report shows how the organisation has responded to fresh needs whilst continuing to provide most of our existing services. →

→ Sadly, we have lost some key sources of funding at the same time that other pieces of work have come to a planned end. Valuable services have been lost and experienced staff have had to move on. Unfortunately, that is the way of the world we work in.

Happily, fresh sources of funding have been identified and new areas of work have been developed. The leadership team, led by Vicki, has been adept at spotting opportunities and ensuring that Project 6 is well placed to offer solutions to funders. A lot of hard work has gone into submitting a variety of bids to a wide selection of funders. The thing these bids have in common is that they are designed to further the core mission of the organisation by benefiting those in the community who need our services.

Staff and volunteers are the bedrock of the organisation. Without them we do not have an organisation. They have consistently shown commitment and dedication to delivering high quality care to vulnerable adults and young people.



led Project 6 through another challenging year. They have managed people, operations, money and buildings whilst refining and modernising the processes we use. We are able to demonstrate that well trained staff deliver services that are based on best practice, have beneficial outcomes and provide value for money.

The Project 6 Board oversees the overall strategic direction and financial health of the organisation. We have a strategy for careful growth and we are financially stable, even though we have lost some sources of funding. We believe we have the right people and systems in place to ensure the organisation's well-being and lead us to a brighter future. The Board itself has plans for increasing membership, with an emphasis on greater diversity and lived experience representation.

Overall, Project 6 successfully navigated another tricky 12 months during the period covered by this report. Thanks and recognition should go to everyone who contributed: staff, volunteers, managers, Board members and funders. A special mention must go to Vicki, our inspirational Chief Executive, who keeps the whole show on the road with her energy and ideas.

Trustees' annual report

for the year ended 31st March 2020

→ We knew by the end of the period that the next 12 months would be like no other. The advent of Covid-19 was going to fundamentally change the ways in which we work. Worsening health and social pressures would raise levels of need; more care would be provided digitally; more work would be done outside the workplace; public sector funding would be stretched even more thinly.

I firmly believe that Project 6 has the resources to weather the storm and continue to thrive. We shall look back in another 12 months and see how we did. In the meantime, on behalf of the Board, I commend this report that details the impact Project 6 has had on the lives of so many people.

Headline Achievements 2020

1692

- **1692** activities and events delivered over this period

2636

- **2636** individuals received therapeutic 1-1 or group based interventions

7230

- **7230** individuals attended events, groups and workshops we delivered

2105

- **2105** individuals demonstrated positive change towards their outcomes

- We developed Harm Reduction partnerships nationally and took on the Keighley Needle Exchange delivery
- We worked in partnerships with Airedale and Bradford Hospital Trusts and colleagues from across the VCS, providing MAST (Multi-Agency Support Team) in the hospitals to intensively support people being discharged into the community to prevent any repeat admissions.
- We set up a P6 Citizens Assembly where the Board of Trustees and our people, families and communities can come together to discuss specific topics and influence the organisation at the highest level.

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for the year ended 31st March 2020

Our Services



We work with individuals and families to achieve meaningful and sustainable impact and improve life chances.

We are proud that over the year we have expanded our reach to offer services to a broader segment of the local communities we serve, providing support, harm reduction and pathways into treatment for street drinkers in Keighley with our innovative Third Place project and working in partnerships to provide MAST (Multi-Agency Support Team) services in Airedale General Hospital (AGH) and Bradford Royal Infirmary (BRI).

By providing easy access through a wide front door, offering a friendly non-judgemental environment and adopting asset based approaches which encourage people to recognise their strengths, we have achieved impressive outcomes. →

→ **Alcohol and Complex Needs Services**

Our alcohol and complex needs services work within primary and secondary care services to provide open door access across the whole community. They offer crisis interventions, structured treatment, health and wellness interventions and prevention and campaigning.

Keighley Pathways Crisis Service



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for the year ended 31st March 2020

Our **Keighley Pathways Service** is a partnership project offering open access specialist support to all the Keighley community at a time of crisis. Working with local partners we offered support with domestic abuse, welfare advice, food poverty, health and well-being, mental health and substance misuse issues to **303** individuals over **753** visits. By offering the right support at the right time, we deflect people from the local health and social care services creating an estimated saving of **£441,280** to the local economy.

ASIST (Alcohol Specialist Interventions and Support Team)

works in partnership with Airedale General Hospital. We worked with **97** people admitted to hospital due to alcohol related issues, supporting them from the ward back into their homes and in the community.

MAST (Multi-Agency Support Team)

A new initiative piloted on winter pressures money to support the pressure points in the health systems, helping to reduce frequent attendance and admissions at the Emergency Department in AGH and BDI.

Project 6 co-ordinates VCS partners to provide specialist alcohol liaison, mental health peer support, and older peoples support based both in the Emergency Departments and out in the community, specifically targeting frequent attenders. Between its inception in December 2019 and the end of March 2020, the team saw an amazing **434** individuals for structured interventions.

Awareness, education and prevention are crucial elements in preventing people from developing complex needs and in Sheffield our **Drink Wise Age Well** service delivered alcohol awareness workshops to **422** people, and gave information and advice to **323** individuals through our telephone support line and **1380** through public events.

In Keighley our **Community Educators** significantly increased their reach, giving out information to **1380** people through public events, delivered drug and alcohol awareness sessions to **422** people and delivered **264** brief Interventions through G.P. surgeries.

Family Support Services including Children and Young People

Our Families Services work with some of the most vulnerable families in Keighley and Sheffield. The interventions provide direct benefit to families, concerned others and grandparents/kin carers. By working with parents, children and other concerned family members we achieve sustainable positive outcomes for the whole family. Our **Families Together Crisis Service** (Sheffield) worked with **76** new families with children on the verge of being 'looked after' and used strengths based approaches to create behaviour change, develop skills and ensure children can remain safely in the family home. Our new service, **Fresh Start** (Sheffield) worked with **25** mothers who have had children removed providing over **1962** contact hours to support women to take time out from parenting, deal with loss and learn new skills for future living.

In Keighley, our **Family Support Service** worked with **110** substance misusing parents, **128** children of substance misusing parents and **108** Concerned Others, to build skills in understanding and managing feelings, increase resilience and reduce risk. Our Maternity and Alcohol Service worked with **47** pregnant women to reduce the impact of drugs and alcohol on the unborn child.

We work with vulnerable young people to increase resilience and reduce risk, using evidence based approaches which inspire the individuals to take more responsibility for themselves and their own actions. In Keighley, our **Young Persons Resilience Service — RISE** worked with **159** young people providing weekly one-to-one interventions to young people experiencing mental health issues who are below the threshold for CAMHS.

Our **SPOT Service** (Sheffield) delivered youth drop-in sessions for **32** looked after children and care leavers, using a **5 Ways to Well-being** framework to build confidence, esteem, resilience and life-skills and to support the development of leadership skills. Our **Specialist Mentoring Service** worked with **75** young people via **1962** hours of volunteer support.

Recovery Services

Our vibrant Recovery Services in both Sheffield and Keighley exist as a result of the on-going support of the Big Lottery Community Fund and aim to provide long-term and sustainable recovery from drug and alcohol problems.

We achieve impressive results through a range of therapeutic groups, health and wellness activities, Active Citizens programmes, peer support, training and volunteering opportunities. In both Keighley and Sheffield our Recovery Services provide a pathway from the drug and alcohol treatment systems into sustainable recovery.

Over the year a total of **482** new service users joined our services (**235** Sheffield — **247** Keighley) and through successfully following our pathways to progression **93** people in recovery went on to take up volunteering roles in the services, including some taking up specialist Hospital Mentoring roles. As a result **107** people, in hospital due to alcohol use, benefited from hospital mentoring services and **161** people benefited from telephone support delivered by specialist volunteers with lived experience.

179 people in recovery took part in our **Active Citizens Programmes** which encourage engagement in community projects. This year, thanks to input from a range of partners from the creative industries, we have been involved in an auspicious pottery exhibition Manor

Makers at the Millennium Galleries in Sheffield, exhibited our 7 Deadly Sins sculpture project in Keighley and ran a SASStonbury 2 festival celebrating creative recovery.

We focus on pathways to progression as one of our means of achieving 'better life chances'. In this year **197** people who engaged with our Recovery Services went on to external volunteering education, training or employment.

In August 2019 we were delighted to be able to move into new premises to deliver our Recovery Services and the new Street Drinkers Project **The Third Place**. This project focuses on working with some of the most vulnerable and excluded people in Keighley and will be developed further this year.

ARC Volunteer Camping



Waypoint Training Services

Waypoint is our social enterprise training and consultancy service with a proven track record of delivering high-quality, vocational training that promotes excellence in working with people experiencing multiple disadvantages, troubling behaviour and emotional distress. Keeping up to date with the latest evidence based approaches for working with people, we devise innovative, interactive training courses that mean our customers, staff, volunteers and the people who use our services have the skills, knowledge and attitudes to bring about positive change in the world. Working across the sector, Waypoint delivers training on a 'pay per place' Open Course basis, bespoke programmes designed to meet the specific needs of organisations or through sector wide initiatives.

Trauma Informed Training — Open Courses and Bespoke

Over the last two years Waypoint has been developing a new training and consultancy offer that brings together the array of changes underpinning the current paradigm shift in the way the world responds to troubling behaviour and emotional distress. This pulls together ideas from the latest neuroscience, evolutionary psychology, and evidence-based challenges to labelling and diagnosis (such as the Power Threat Meaning Framework and ecological, socially determined models of well-being). These are combined with practical approaches from the Third Wave of CBT, compassion-focussed approaches and Trauma Informed

Practice. Our training offers approaches that professionals and volunteers can implement in their workplace to provide a genuine emotion-focussed collaborative approach to behaviour change. All our training is now Trauma Aware — both in the topics and skills we teach you to use and in the way we deliver the training. We are committed to offering training that is genuinely inclusive of all parts of our community.

Find out more at:

waypoint-training.org.uk

or make friends on Facebook

facebook.com/WaypointTraining

Workforce Development Programmes

Waypoint continued to offer the Pause & Take Five started in 2018. This is a workforce development strategy to provide VCS staff in Airedale and Wharfedale with the skills to manage their own mental resilience and well-being. 100% of participants gained skills to manage their own well-being and to identify and prevent health challenges in the people they work with.

We started delivering a number of programmes for Social Prescribers across Yorkshire and the Midlands. We trained staff in complex needs community services. We provided accredited training to mental health and drug worker staff in the Prison estate.

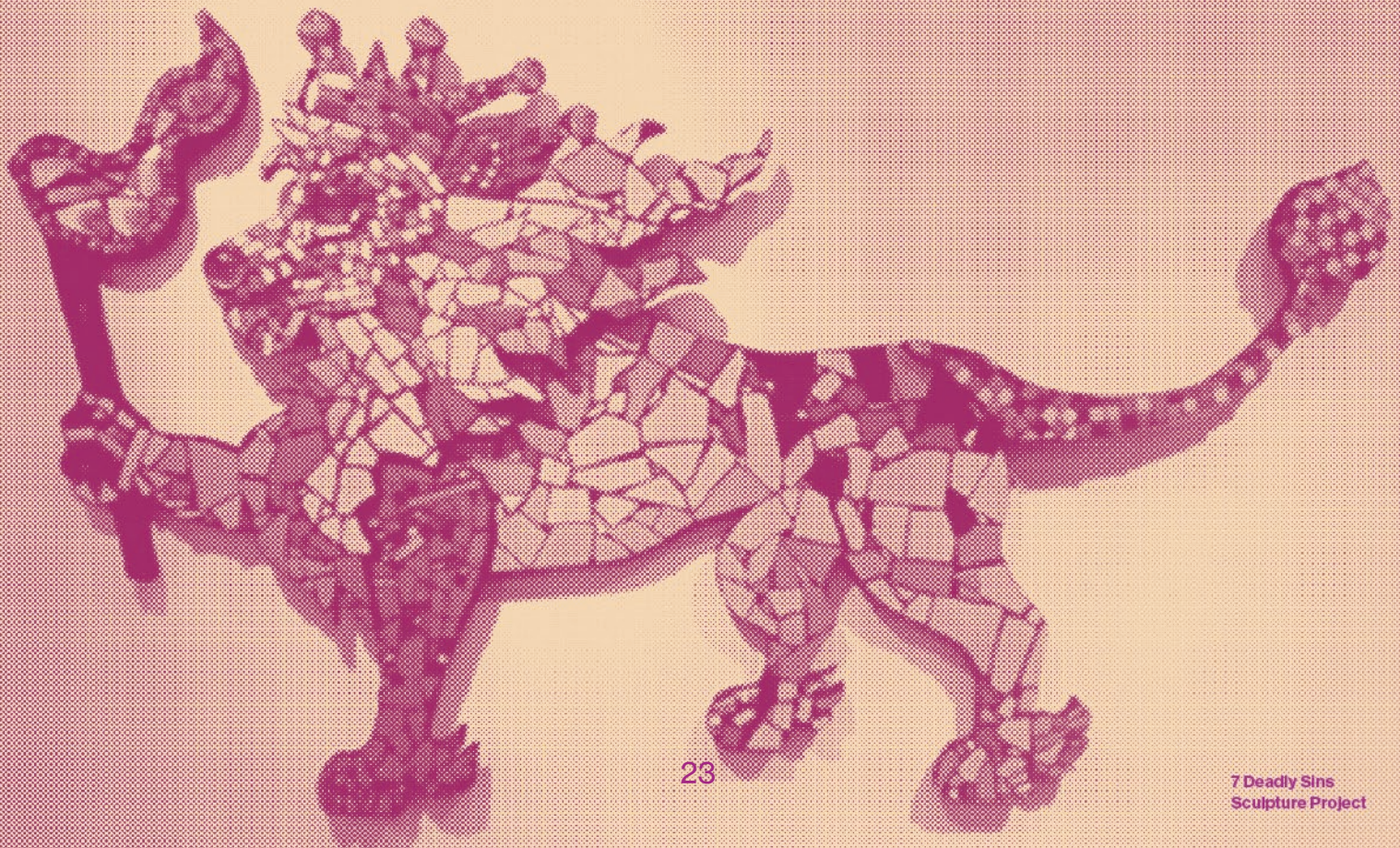
Developing Our Own

A key part of Waypoint's role is developing our Project 6 colleagues (paid staff and volunteers) to ensure they have cutting edge knowledge and skills to support those who use our services. In this year, this has involved training all the staff in the organisation at some point. We have focused on communicating new research from neuroscience, new thinking in preventing relapse and our ongoing work in promoting equality and inclusion. We also continually refresh staff skills in Motivational Interviewing and other therapeutic approaches.

Online and Blended Learning

The year ended with us all in Lockdown. Waypoint was prepared, we had been considering online learning for most of the year and had developed a pilot online Motivational Interviewing Course. We commissioned a new website with an up-to-the-minute learning site. This will be launched in the coming year. During lockdown we honed our online delivery. We are now able to offer all our courses online. We also are developing bite-sized free taster courses.

‘Really good; helped me to understand the Five Ways to Well-being of not just myself but other service users, also to look out for individuals who have mental health problems.’



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Trustees' annual report
for the year ended 31st March 2020

Outcomes and Impact

‘Helping people to help themselves’ is one of our core values — when individuals and families start to make positive changes the whole community benefits.

Airedale Voluntary Drug and Alcohol Agency Limited
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Trustees' annual report

for the year ended 31st March 2020



Our core purpose is to provide opportunities and choices for individuals, families and communities to create meaningful and sustainable change in their well-being.

Individuals: In our Annual Service User Satisfaction Survey — **84%** of individuals reported improvements in mental health and well-being and **67%** reported improved physical health.

Families: Drug and alcohol misuse and complex needs don't only affect the individual user, the harm can extend to the whole family. By adopting a family focused approach across our services we believe we achieve a greater impact — **71%** of our service users in our annual Satisfaction Survey reported improved relationships with families and friends.

“After stopping the use of alcohol and drugs I feel more healthy and confident in myself, I can ask for help if I feel I have any problems with drugs or alcohol. I couldn't have asked for a better service from Project 6”

Communities: The impact of drug and alcohol misuse and complex needs on the local community can be high in terms of the cost to local services and social cohesion. We believe that by being a visible and active presence in the local community we can reduce stigma and show the positive side of recovery. **77%** of our service users in our Annual Service User Satisfaction Survey felt accepted as part of the community and able to give back to their community.

We build on the assets in our recovery communities and engage with the local community in working together to improve things for everyone.

“I feel more optimistic about my future and I have set goals for my career and training”

Comment on Service User Satisfaction Survey

Core Outcomes

Improved mental health and well-being

- **92%** of young people using our Family Support Service reported increases in confidence, self-esteem, feelings and behaviour.
- **94%** of people in recovery services reported improvements in mental well-being through activities such as mood masters, Qi Gong, Health and Wellness Activities
- **99%** of people attending our Keighley Pathways Crisis Service reported improved overall well-being

Improved physical health and well-being

- **92%** of young people in our Family Support Service reported improved physical health and well-being
- **100%** of service users in ARC Recovery Services report a decrease in drinking with **65%** reporting abstinence
- **79%** of alcohol using parents decreased their use before the birth of their child.
- **84%** of people engaging in our specialist alcohol support services were positively discharged.

Improved relationships with family and friends

- **97%** of people using our recovery services report increased recovery and social capital
- **94%** of young people using our Keighley Family Support Service reported improvements in relationships on the outcome rating scale
- **80%** of parents using our Families Together service report improvements in their children's behaviour

Improved community connectedness

- **77%** of people using our services feel more accepted as part of their community and able to give something back
- **94%** of people attending the ARC (Alcohol Recovery Community) report an increase of feeling more positive and less isolated

Improved Life Chances

- **197** people using our Recovery Services moved on into education, training and **47** into employment
- **95%** of the children seen in our Families Together Service maintained or improved attendance at school
- **92%** of families stayed together at the end of our interventions, with children remaining in the family home
- **86%** of people using our services feel more optimistic about their ability to have a positive future

Delivering on our Values

This year we asked people who used our services how they feel about us:

- **86%** feel respected and not judged
- **85%** feel treated as an equal
- **90%** feel that the service really believes in their ability to make changes
- **89%** feel the service goes the extra mile when needed
- **94%** feel that they're learning how to help themselves

Karen's Story

→ For many years I have battled with alcohol. I tried AA on and off for years to please my family. I went to rehab, have had multiple admissions into hospital, all alcohol related. After a relapse that turned into a couple of years of binge drinking, my family couldn't take it anymore, my daughters went to live with their father. I considered suicide twice. I felt like I was in an abyss of despair and going nowhere fast, only to my grave.

I was admitted again to detox, I couldn't walk at this point, ataxia had taken over my mobility and my seizures were more frequent. I knew then my body couldn't take anymore. I was going to die, and for the first time, I didn't want to die. I had to recover from this for me, not my children or my family, but for me!

I began physiotherapy and sessions for my mental health, my medication changed too. I found an inner strength and determination to recover, I knew I needed help, I can't do this on my own.

→ When I was discharged and back on my feet I phoned ARC (Alcohol recovery Service) to arrange an appointment and I've never looked back since.

Attending ARC has given me self-worth, confidence and stability in all aspects of my life. I have been sober since August 2018. The ARC team and the service users have brought the best out of me and helped and supported me to achieve goals I thought I would never reach. I now have a feeling of belonging and a purpose in life.

The ARC team are a credit to the community and to people in addiction who desperately need help and want a better life. You walk through the door and you are not judged, they show empathy, compassion and most of all, they listen. They are always striving, and are passionate about the well-being of service users, to improve their lives and provide advocacy when needed. I am always inspired when I attend the service, I have so much gratitude for the ARC team. They have changed and saved my life, they have helped me to live and breathe again. They are my life support and have enabled me to volunteer and support life into others.

Thank you.

Business Planning

During this period Project 6 has undertaken a robust review of our business and operating plans which detail our strategic, organisational and operational objectives and formulate a risk register. The plan is reviewed on a quarterly basis, the targets are RAG rated and all reds/exceptions are discussed at Performance Management Meetings and Board meetings. Our strategic aims have been refreshed with involvement from all members of staff, volunteers and service user across the organisation. These will ensure the sustainability of the organisation, grow and diversify the income base and continually improve opportunities to improve social capital. All three strategic aims were met and these aims continue to be the guiding strategy of the current business plan.

We are working to our new business plan, some aspirational strategic objectives and have a new robust theory of change for the whole organisation which demonstrates our ability to meet our core purpose and provide a consistent framework for outcomes.

Our organisational objectives were structured around the areas of service detailed above and all targets were managed, monitored and achieved through the use of Framework and the quarterly Performance Management Meetings. Our performance and outcomes remain exceptional.

Previous and current Business Plans are available on request. We are due to undertake a process to refresh our core purpose/values and set new 5 year strategic objectives later in 2020.

The charity has achieved these exceptional outcomes despite operating in a very challenging external environment of austerity and uncertainty. We remain focused on delivering excellent outcomes for our beneficiaries and achieving the charities aims at all times.

Financial

The results for the year are shown on page 48. These show that there has been an increase in total income from £1.7m to £2.2m, despite a challenging external environment for the sector.

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Trustees' annual report

for the year ended 31st March 2020

The merger of SASS into Project 6 has continued to allow us to build on the delivery strengths and expertise across both geographical areas, whilst ensuring the cost effectiveness of our core team and facilities. In addition to this the merger with Doncaster Alcohol Services in July provides us with further diversification of funding and new opportunities strategically and operationally.

Unfortunately, two significant services came to an end on the 31st of March 2020 (long standing Families Together and Drink Wise Age Well). This left us in a challenging position core income wise, however new developments have allowed us to plug most of that gap. Our outcomes remain excellent and exceptional value for money.

As in previous years our biggest expense has been Staff costs. At £1.5m staff costs account for 74% of our total expenditure.

During this financial period we have made a surplus of £206,454 (2019: £16,234). We achieved a break even position on our ongoing activities; the surplus relates to the funding received from Public Health England to purchase and refurbish a delivery building at Devonshire Street, Keighley from which to run our recovery and street drinker services.

Our principal funding sources remain as follows, and they fund our core services as detailed above.

- Partnerships including the delivery of the New Directions Substance Misuse Contract in Keighley
- Sheffield City Council
- Airedale and Wharfedale Clinical Commissioning Group
- National Lottery Community Fund: this includes 2 Reaching Community grants
- Grant funders such as: Comic Relief, Children in Need and Co-operative Foundation and Garfield Weston

In addition to these we are committed to the generation of earned income through the sale of specific expertise in the form of training.

We have multiple funding streams across a diverse range of services which provides us with a level of sustainability. Each of our service areas has a substantial income and this provides us with some stability and a base from which to grow. During this year we have continued our aim to grow a sustainable and flexible funding structure through the diversification of income streams.

More information is available in our Income Generation Plan and our Training Business Plan.

The Trustees have taken note of the directive made by the Fundraising Regulator and consider that they are compliant. The charity has no contracts or other arrangements with professional fund-raisers or commercial participators, and had received no complaints about fundraisers apparently acting on behalf of the charity.

Fundraising activities may be undertaken by staff, volunteers or service users. The charity management are always made aware of these activities and ensure that proper fundraising practice is followed and that there is no risk to the charity's reputation or vulnerable people.

Reserves:

The Reserves held by the charity at the end of this reporting period are:

- Total: £906,534 (2019: £700,080)
- Restricted: £149,889 (2019: £188,561)
- Designated: £281,638 (2019: £NIL)
- Unrestricted General: £475,007 (2019: £511,519)
- Free reserves: £214,662 (2019: £497,541)

Free reserves are those unrestricted reserves which are not currently held as freehold property or designated.

Reserves policy

Given the type of services provided by Project 6 and given the responsibilities associated with employing staff, the Trustees consider it prudent to aim to hold reserves equal to three months expenditure. This figure would enable the organisation to continue to meet its legal and moral commitments for a defined period of time. We also will review this policy to consider taking a risk based approach over the coming year and use both approaches to ensure P6 maintains a healthy level of reserves. The Trustees have therefore deemed it prudent to aim to hold unrestricted general reserves equal to three months actual spend from the previous financial year (£495,774). Our

unrestricted general reserves are just short of 3 months expenditure as shown in these accounts.

Since the year end the merger with Doncaster Alcohol Services has given the combined group access to a further £200,000 in unrestricted reserves which the Trustees are taking into consideration.

It will be noted that this year the Trustees have designated £281,638 of the reserves. This is made up of £161,638 Covid impact designated funds and £120,000 digital innovation designated funds, to reflect the impact of the current external environment. It is important to note that the designated funds are not a legal restriction but a statement of intent and thus available as unrestricted should the need arise. The designated projects can be amended so that legal and moral commitments are not compromised.

Investment Policy

The trustees invest the surplus liquid funds in short term interest bearing accounts to maximise funds in a liquid form. We will undertake an investment review during 2020/21.

Plans for the future

We know that the next 12 months will be like nothing we have experienced before. A huge light has been shone on the health inequalities that exist across the areas we work in and that have been worsening over the past 10 years. We have a once in a lifetime opportunity to reset to a healthier world, with a focus on well-being, prevention and reducing health inequalities. We have to seize it.

The importance of communities and the people that live in them has really come to the fore, people have activated, rediscovered their neighbourhoods and gone out of their way to look after the more vulnerable. This is the time to place communities firmly at the centre of the well-being plans we need to see for the future. Project 6 will be working to achieve this alongside partners in the Health and Care System across Keighley, Bradford. Sheffield and Doncaster - when we merge with Doncaster Alcohol

Services on 1st of July. Following this merger we will embark on a process to refresh our core purpose and values, setting our strategic objectives for the next 5 years.

It's going to be an extremely challenging few years for our sector, we need to work hard to keep our income diversified, develop much needed services in Doncaster

alongside new partners and keep driving the conversation towards investment in communities and prevention. However we start on a strong footing and are absolutely passionate about our role in supporting communities to develop their own solution and well-being strategies. We remain resolutely committed to our values of helping people help themselves.

Going Concern

We do not have any going concern worries at the moment. Despite the first half of 2020/21 being extremely challenging in terms of delivery, we have been able to continue to provide support to users of our services, either through online methods or through socially distanced one-to-one support. Our existing funders have been very supportive of our use of different methods of engagement. We have not furloughed any staff, as all staff continue to deliver, albeit using different means of communication / places of delivery.

Although the Covid pandemic has meant that some tenders we were planning to bid for have been delayed, we have been able to secure funding for specific work to support additional needs that have arisen as a result of the pandemic. To date this additional funding totals £112,764. We have also secured funding for the MAST hospital work until the end of the financial year. We did not receive a donation from the Beatherder festival, as this event was cancelled, but several individual donors fundraised on our behalf, which more than made up for this shortfall.

The merger with Doncaster Alcohol Service strengthens our position, as we are working in a broader geographical area, so more local funding streams are open to us.

On this basis our forecast turnover for the year 2020/21 remains unchanged.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 3rd September 1997 and registered as a charity on 23rd June 1989. The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association and its charitable constitution.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2020 was 5 (2019: 6). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 8 to the accounts.

The charity is managed by a Board of Trustees who meet regularly as a full Board and in sub-committee groups to set and monitor the strategic direction of the charity, steer the planning of the organisation and to manage its work and risk.

There are two key roles at the top of decision making chain within Project 6 – Chair of Trustees and the Chief Executive. The Chair is responsible for representing the views of the Board in their role as charity governors, along with ensuring a good trustee induction and professional development. Day-to-day management and leadership responsibilities of Project 6 are delegated to the Chief Executive who is named as Vicki Beere. The Chief Executive will ensure good information flows between The Board, the senior leadership team and Project 6 projects. The Chair also provides support and supervision to the Chief Executive on behalf of the Board. Staff are employed to manage and deliver direct services to beneficiaries and administer the charity's work.

The roles of Chair and Chief Executive will never be exercised by the same individual and a Chief Executive will not go on to become Chair of Project 6. The division of responsibilities between The Chair and Chief Executive will be clearly established and agreed by The Board. Project 6 has a comprehensive Governance Handbook which deals with all aspects of Trustees, including, recruitment, induction, training and roles/responsibilities.

Recruitment and Induction of Trustees:

The Board will ensure that Board recruitment adheres to the spirit and the letter of Project 6 values and Code of Conduct. This includes actively promoting diversity and equal opportunities in the appointment of Board members. The Board will actively seek Trustees from areas that add significant value to Project 6 and review current skills through an annual skills audit. The Board will strive to increase the breadth and diversity of experience that can in turn increase its effectiveness. Appointment to the board will follow the processes set out in the Governance Handbook and include reference to the appropriate governing documents.

Board members will undertake an induction to the organization which will include completing a skills audit, reviewing the annual report and previous accounts, reviewing the business plan, completing a trustee declaration form and conflicts of interest register, meeting with the CEO and spending the minimum of an afternoon with members of the wider organisation.

Related parties and relationships with other organisations

Ethical collaboration and partnership working is central to our approach to ensuring the best outcomes for the people in our local communities. We've worked together with a range of partners this year to develop new services and enhance service delivery. This year we have worked in partnership with the following organisations:

In Keighley: Airedale NHS Foundation Trust, AWC CCG, The Cellar Trust, Keighley Healthy Living, CRUSE, Freedom Counselling, Domestic Violence Services, Citizens Advice, Change Grow Live and the Bangladeshi Community Association.

In Sheffield: Addaction, Royal Voluntary Services, Sheffield Health and Social Care, Sheffield City Council, Phoenix Futures, Sheffield Hallam University, Sheffield Teaching Hospitals Foundation Trust, Voluntary Action Sheffield, Endeavour.

We look forward over the following year to developing new partnerships to support the development of the Third Place initiative in Keighley and our pathways in the ARC recovery service in Sheffield.

Supporters:

We'd like to say a big thank you to all the folks we've worked with and also to our stakeholders who have supported us in numerous ways including fundraising on our behalf. A big thanks to Fare Share who provide food for our community café and our Families Services; our volunteers in recovery for giving back to the organisation in so many ways, Keep Your Fork who support our public relations, Kid Acne, Oscar Humphries, Brendan Kennedy, Glenn Hustler, Morrisons, M&S, Aldi, our Skydive team,

Keighley Rotary Club and our grant funders who believe in what we're doing and provide us with resources and support.

Thanks also to the people who supported these initiatives by sponsored our fundraising initiatives and also the many people who have helped with fundraising events or donated to our project. Everything we get is used to enhance the delivery of front-line services and is of vital important to the lives of our service users.

Remuneration policy for key management personnel

Project 6's salaries have been reviewed and are no longer pegged to the NCJ scale. Key Management Personnel are paid at the following scales.

CEO: £48,000

Director of Operations/Development/HR/Finance: £40,000

Pay grades and remuneration are agreed in the first instance by the Finance sub group then by the Board. As a consequence of the merger there has been a considerable piece of work undertake to review our terms and conditions. A new policy has been agreed by the Board of Trustees and all staff have been consulted with. More details are available in our policy handbook.

Risk management

Project 6 has a robust approach to Risk Management. Risk is identified and managed through our Annual Business Plan and quarterly Business Plan reviews which feed into our Risk Register. Our Risk register is a live document and is structured into the domains suggested by the charity commission.

1. Governance
2. Operational
3. Financial
4. External
5. Compliance with Law and Regulations

Regular Senior Leadership meetings plus quarterly reviews at Board Meetings, HR / Finance/ Quality and Performance Sub group meetings review these risks. These reviews include a review of the following:

- Our Service Delivery Targets monitored via Framework
- Our Organisational and Strategic Objectives which are monitored via the quarterly reporting process
- HR issues which are monitored via Perform

Exceptions are identified, added to the risk register and reviewed quarterly or more frequently as appropriate at Board Meetings.

The Board, alongside the Senior Leadership Team are therefore able to identify and consider major risks to the organisation and be satisfied that systems and procedures are established to manage the risks.

Key risks are currently considered to be:

- The ongoing risks around income, sustainability and delivery around COVID
- Risks around managing staff wellbeing and operations in the midst of a global pandemic
- The continued and increased effects of austerity on funders and commissioners, especially funding that comes from the Local Authorities
- There will be an increased risk to public sector funding as a consequence of a No Deal Brexit
- Increased demand on services with reducing funding
- The diminishing pots of funding from grant funders and increased competition in a very crowded market place dominated by large nationals

Statement of responsibilities of the trustees

The trustees (who are also directors of Airedale Voluntary Drug and Alcohol Agency Limited operating as Project 6 for the purposes of company law) are responsible for preparing the trustees' 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP 2019 (FRS 102)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice 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 presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditor

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is 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 charitable company's auditor is 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.

Auditor

BHP LLP were re-appointed as the charitable company's auditor during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 3rd December 2020 and signed on their behalf by

Quentin Marris

Chair

Opinion

We have audited the financial statements of Airedale Voluntary Drug and Alcohol Agency Limited operating as Project 6 (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, 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 Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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 continue 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 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, consider 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 Directors' Report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' 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 Directors' Report.

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

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

Independent Auditor's Report

to the Members of

Airedale Voluntary Drug and Alcohol Agency Limited operating as Project 6

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Jane Marshall (Senior statutory auditor)

for and on behalf of

BHP LLP

Chartered Accountants
Statutory Auditor

2 Rutland Park
Sheffield
S10 2PD

Date: 4th December 2020

Statement of Financial Activities incorporating an Income and Expenditure Account
For the year ended 31 March 2020

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
	Note				
Income from:					
Donations and legacies	2	56,811	-	56,811	63,529
Charitable activities	3	5,000	2,026,977	2,031,977	1,556,589
Other trading activities	4	100,331	-	100,331	88,527
Investments	5	430	-	430	267
Total income		162,572	2,026,977	2,189,549	1,708,912
Expenditure on:					
Raising funds		624	-	624	379
Charitable activities	6	127,344	1,855,127	1,982,471	1,692,299
Total expenditure		127,968	1,855,127	1,983,095	1,692,678
Net income/expenditure	8	34,604	141,850	206,454	16,234
Transfers between funds		210,522	(210,522)	-	-
Net movement in funds		245,126	(38,672)	206,454	16,234
Reconciliation of funds:					
Total funds brought forward		511,519	188,561	700,080	683,846
Total funds carried forward		756,645	149,889	906,534	700,080

The notes on pages 51 - 73 form part of these financial statements

Airedale Voluntary Drug and Alcohol Agency Limited operating as Project 6

Balance Sheet
As at 31 March 2020

	Note	2020 £	2019 £
Fixed Assets			
Tangible assets	11	405,234	163,174
Current assets			
Debtors	12	246,546	141,581
Cash at bank and in hand		539,812	646,311
		<u>786,358</u>	<u>787,892</u>
Creditors: amounts falling due within one year	13	<u>(285,058)</u>	<u>(250,986)</u>
Net current assets		<u>501,300</u>	<u>536,906</u>
Net assets		<u>906,534</u>	<u>700,080</u>
Charity Funds			
Restricted funds	14	149,889	188,561
Unrestricted funds	14	756,645	511,519
Total funds		<u>906,534</u>	<u>700,080</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 3rd December 2020 and signed on their behalf, by:

.....
Quentin Marris (Chair)

The notes on pages 51 - 73 form part of these financial statements.

Statement of Cash Flows
For the year ended 31 March 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash provided by/(used in) operating activities	16	<u>155,115</u>	<u>(97,915)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		<u>(261,614)</u>	<u>-</u>
Net cash used in investing activities		<u>(261,614)</u>	<u>-</u>
Change in cash and cash equivalents in the year		(106,499)	(97,915)
Cash and cash equivalents brought forward		<u>646,311</u>	<u>744,226</u>
Cash and cash equivalents carried forward	17	<u>539,812</u>	<u>646,311</u>

The notes on pages 51 - 73 form part of these financial statements.

Notes to the Financial Statements
for the year ended 31 March 2020

1. Accounting Policies

1.1 Basis of preparation of financial statements

Airedale Voluntary Drug and Alcohol Agency Limited is a charitable company in England and Wales. The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are on page 3 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published October 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 2. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Going concern

The Trustees have considered the impact of COVID-19 on the charity's activities, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have in place plans to deal with any financial losses and cash deficits that may arise. They will continue to monitor the impact on income and take appropriate action as necessary.

Notes to the Financial Statements
for the year ended 31 March 2020

1. Accounting Policies (continued)

The Board have prepared forecasts of income and expenditure and cash flow for the period 31st March 2022 from authorising these financial statements which shows that they have sufficient reserves to be able to continue for the foreseeable future. The Trustees therefore continue to adopt the going concern basis of preparation for these financial statements.

1.4 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the company that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution.

Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised. Refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Notes to the Financial Statements
for the year ended 31 March 2020

1. Accounting Policies (continued)

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Costs of raising funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Notes to the Financial Statements
for the year ended 31 March 2020

1. Accounting Policies (continued)

1.7 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Leasehold improvements	10%	straight line or length of lease
Freehold improvements	10%	straight line
Fixtures and fittings	25%	straight line
Freehold property	2%	straight line

1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.9 Cash at bank and in hand

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

Notes to the Financial Statements
for the year ended 31 March 2020

1. Accounting Policies (continued)

1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.11 Financial instruments

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

1.12 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds are unrestricted funds that the trustees have set aside for a particular purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Notes to the Financial Statements
for the year ended 31 March 2020

1. Accounting Policies (continued)

1.14 Accounting estimates and areas of judgment

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

1.15 Employee benefits

The cost of short term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

2. Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total Funds 2019 £
Donations	11,959	-	11,959	11,328
Beatherder	8,500	-	8,500	8,500
Garfield Weston	36,352	-	36,352	28,264
Lloyds Foundation				15,437
Total	56,811	-	56,811	63,529
Total 2019	48,092	15,437	63,529	

Notes to the Financial Statements
for the year ended 31 March 2020**3. Income from charitable activities**

	Unrestricted funds	Restricted funds	Total funds	Total funds
	2020 £	2020 £	2020 £	2019 £
Grants and Service Level Agreements				
Recovery Services				
National Lottery Community Fund ARC	-	169,327	169,327	141,757
New Directions (CGL)	-	185,117	185,117	210,095
Big Lottery WaVE / Progress	-	110,337	110,337	113,359
Non recurring grants	-	453	453	340
Families Service				
Airedale, Wharfedale and Craven CCG	-	92,000	92,000	92,000
SCC – Befriending	-	47,026	47,026	15,699
SCC – Spot (CAST)	-	42,800	42,800	32,100
SCC - Fresh start (Sheffield)	-	87,524	87,524	81,143
SCC – Families Together / BSF	-	247,321	247,321	247,321
Children in Need	-	39,541	39,541	36,093
CSE Trusted Relationship	-	22,598	22,598	15,308
Resilience Support (WACA)	-	20,250	20,250	3,750
Co-operative Foundation	-	15,930	15,930	3,600
SCC – SMS	-	81,838	81,838	81,838
Bradford Youth Fund	-	5,000	5,000	-
Comic Relief	-	-	-	14,002
Non recurring grants	-	6,070	6,070	126
Alcohol and Complex Needs				
National Lottery Community Fund DWAU	-	242,711	242,711	229,980
KPS (Pathways)	-	89,000	89,000	81,529
AW CCG (ACIST)	-	70,000	70,000	70,000
Health & Wellness	-	37,252	37,252	35,832
The Third Place	-	10,000	10,000	-
MAST	-	154,972	154,972	-

Notes to the Financial Statements
for the year ended 31 March 2020**Core Services**

Access Impact Grant	-	-	-	45,862
PHE Devonshire St Building	-	249,910	249,910	-
Transformation Fund grant	5,000	-	5,000	-
Non recurring grants	-	-	-	4,855
Total	5,000	2,026,977	2,031,977	1,556,589
Total 2019	50,717	1,505,872	1,556,589	

4. Other trading activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Fees and other income	100,331	-	100,331	88,527
Total 2019	87,974	553	88,527	

5. Investment income

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Interest received	430	-	430	267
Total 2019	267	-	267	

Notes to the Financial Statements
for the year ended 31 March 2020**6. Analysis of expenditure on charitable activities**

	Core services	Recovery services	Family services	Alcohol & complex needs services	Training	Total funds 2020
	£	£	£	£	£	£
Staff costs	51,380	404,187	546,291	413,905	49,759	1,465,522
Training and recruitment	1,980	2,317	4,078	3,169	2,303	13,847
Premises and administration	25,813	37,296	91,346	77,146	8,255	239,856
Project costs	23,920	25,459	67,712	111,713	7,108	235,912
Depreciation	19,554	-	-	-	-	19,554
Governance costs (note 7)	244	2,700	1,950	2,886	-	7,780
Total	122,891	471,959	711,377	608,819	67,425	1,982,471

Analysis of expenditure on charitable activities - prior year

	Core services	Recovery services	Family services	Alcohol services	Training	Total funds 2019
	£	£	£	£	£	£
Staff costs	59,194	373,056	476,292	346,423	67,863	1,322,828
Training and recruitment	3,526	4,415	727	1,612	(770)	9,510
Premises and administration	23,785	72,473	93,059	31,365	1,557	222,239
Project costs	11,449	19,201	54,999	27,331	5,329	118,309
Depreciation	4,193	-	5,570	-	-	9,763
Governance costs (note 7)	135	3,500	3,150	2,865	-	9,650
Total	102,282	472,645	633,797	409,596	73,979	1,692,299

Notes to the Financial Statements
for the year ended 31 March 2020**7. Governance costs**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Auditor's remuneration	244	7,136	7,380	5,610
Accountancy fees	-	400	400	4,040
	244	7,536	7,780	9,650
	135	9,515	9,650	

8. Net income/(expenditure)

This is stated after charging:

	2020 £	2019 £
Depreciation of tangible fixed assets:		
- owned by the charity	19,554	9,763
Auditor's remuneration - audit	7,380	5,610
Operating lease rentals	4,053	4,887

During the year, no Trustees received any remuneration (2019 - £NIL).

During the year, no Trustees received any benefits in kind (2019 - £NIL).

During the year, no Trustees received a reimbursement of expenses (2019 - £NIL).

9. Staff costs

Staff costs were as follows:

	2020 £	2019 £
Wages and salaries	1,290,987	1,171,919
Social security costs	93,007	93,934
Other pension costs	64,384	56,975
Redundancy costs	17,144	-
	1,465,522	1,322,828

Notes to the Financial Statements
for the year ended 31 March 2020

Note:

During the year redundancy payments of £17,144 (2019: £NIL) were made.

The average number of persons employed by the company during the year was as follows:

	2020	2019
	No.	No.
	62	58
Average headcount expressed as a full time equivalent	49	46

No employee received remuneration amounting to more than £60,000 in either year.
The total employee benefits of the key management personnel of the charity were £242,105 (2019: £197,062)

10. Government grants

	2020	2019
	£	£
NHS Bradford Districts	140,833	-
NHS Airedale, Wharfedale & Craven - CCG	312,391	278,529
	453,224	278,529

Notes to the Financial Statements
for the year ended 31 March 2020**11. Tangible fixed assets**

	Freehold property	Freehold improvements	Leasehold improvements	Fixtures and fittings	Total
	£	£	£	£	£
Cost					
At 1 April 2019	215,359	-	142,097	42,877	400,333
Additions	205,000	35,169	3,670	17,775	261,614
At 31 March 2020	420,359	35,169	145,767	60,652	661,947
Depreciation					
At 1 April 2019	60,926	-	142,097	34,136	237,159
Charge for the year	8,065	2,420	31	9,038	19,554
At 31 March 2020	68,991	2,420	142,128	43,174	256,713
Net book value					
At 31 March 2020	351,368	32,749	3,639	17,478	405,234
At 31 March 2019	154,433	-	-	8,741	163,174

12. Debtors

	2020 £	2019 £
Trade debtors	209,036	121,782
Other debtors	492	1,458
Prepayments and accrued income	37,018	18,341
	246,546	141,581

Notes to the Financial Statements
for the year ended 31 March 2020**13. Creditors: Amounts falling due within one year**

	2020	2019
	£	£
Trade creditors	91,836	44,227
Other taxation and social security	28,842	25,171
Other creditors	15,389	19,830
Accruals and deferred income	148,991	161,758
	285,058	250,986

Creditors include company contributions to pensions transferred as not yet paid over or transferred of £7,377 (2019: £11,827)

Deferred income**£**

Deferred income as at 31 March 2019	149,422
Resources released during the year	(149,422)
Resources deferred during the year	141,596

Deferred income at 31 March 2020	141,596
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Garfield Weston	60,000
Family Support (CIN)	3,315
Big Lottery WaVE/Progress	27,939
Awards for All – Third Place	9,990
The Spot	10,700
Health watch – Speak up grants	485
MAST	26,167
WACA	3,000

Total	141,596
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Notes to the Financial Statements
for the year ended 31 March 2020**14. Statement of funds**

	Balance at 1 April 2019 £	Incoming Resources £	Expenditure £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
General Unrestricted funds	511,519	162,572	(127,968)	-	546,123
Transfer from Restricted funds	-	-	-	210,522	210,522
Transfer to Designated funds	-	-	-	(161,638)	(161,638)
Transfer to Designated funds	-	-	-	(120,000)	(120,000)
Total General Unrestricted funds	511,519	162,572	(127,968)	(71,116)	475,007
Designated funds:					
Covid Impact Designated funds	-	-	-	161,638	161,638
Digital Innovation Designated funds	-	-	-	120,000	120,000
Total Designated funds	-	-	-	281,638	281,638
Total Unrestricted funds	511,519	162,572	(127,968)	210,522	756,645
Restricted funds:					
Recovery Services					
National Lottery Community Fund ARC	20,541	169,327	(189,868)	-	-
New Directions (CGL)	-	185,117	(185,117)	-	-

Notes to the Financial Statements
for the year ended 31 March 2020

Big Lottery					
WaVE/Progress	-	110,337	(110,337)	-	-
Recovery non recurring grants	-	453	(453)	-	-
Family Services					
Befriending	-	47,026	(47,026)	-	-
Spot (CAST)	-	42,800	(42,800)	-	-
Fresh Start	-	87,524	(87,524)	-	-
Families Together	-	247,321	(247,321)	-	-
AWC CCG	-	92,000	(92,000)	-	-
Family Support (CIN)	-	39,541	(39,541)	-	-
CSE Trusted Relationships	-	22,598	(22,598)	-	-
Resilience support (WACA)	-	20,250	(20,250)	-	-
Cooperative Foundation	-	15,930	(15,930)	-	-
SMS	11,104	81,838	(92,942)	-	-
Bradford Youth Fund	-	5,000	-	-	5,000
Families non recurring grants	-	6,070	(6,070)	-	-
Alcohol and Complex Needs					
DWAW (BLF)	7,720	242,711	(250,431)	-	-
KPS (Pathways)	-	89,000	(89,000)	-	-
Assist/Alcohol Services	-	70,000	(70,000)	-	-
Health & Wellness	-	37,252	(37,252)	-	-
The Third Place Keighley	-	10,000	(10,000)	-	-
MAST Bradford Keighley hospitals	-	154,972	(154,972)	-	-
Core Services					
Premises capital	149,196	-	(4,307)	-	144,889
Devonshire St PHE	-	249,910	(39,388)	(210,522)	-
Total Restricted Funds	188,561	2,026,977	(1,855,127)	(210,522)	149,889
Total Funds	700,080	2,189,549	(1,983,095)	-	906,534

Notes to the Financial Statements
for the year ended 31 March 2020**Statement of funds – prior year**

	Balance at 1 April 2018 £	Incoming Resources £	Expenditure £	Transfers £	Balance at 31 March 2019 £
Unrestricted funds	430,497	187,050	(112,267)	6,239	511,519
Restricted Funds					
Recovery Services					
National Lottery Community Fund					
ARC	20,541	141,757	(141,757)		20,541
New Directions (CGL)	-	210,095	(210,095)		-
BLF Capability WaVE	1,794	-	(1,794)		-
Big Lottery WaVE/Progress	16,522	114,199	(130,721)		-
Family Services					
Befriending	-	15,699	(15,699)		-
Spot (CAST)	-	32,100	(32,100)		-
Fresh Start	-	81,196	(81,196)		-
Families Together	-	247,321	(247,321)		-
AWC CCG	-	92,000	(92,000)		-
Comic Relief	-	14,002	(14,002)		-
Family Support (CIN)	19,768	36,093	(55,861)		-
CSE Trusted Relationships	-	15,308	(15,308)		-
Resilience support (WACA)	-	3,750	(3,750)		-
Cooperative Foundation	-	3,600	(3,600)		-
Food Parcels	465	-	(465)		-
SMS	11,104	81,964	(81,964)		11,104
Integrated family recovery	13,677	-	-	(13,677)	-
Non recurring grants	1,001	-	(1,001)		-
Alcohol and complex Needs					
DWAU (BLF)	7,720	229,980	(229,980)	-	7,720
KPS (Pathways)	-	81,529	(81,529)	-	-

Notes to the Financial Statements
for the year ended 31 March 2020

Assist/Alcohol Services	-	70,000	(70,000)	-	-
Health & Wellness	-	35,832	(35,832)	-	-
Core Services					
Premises capital	153,497	-	(4,301)	-	149,196
Well-being – stressbuster	7,260	-	(14,698)	7,438	-
Lloyds Foundation	-	15,437	(15,437)	-	-
Total Restricted Funds	253,349	1,521,862	(1,580,411)	(6,239)	188,561
Total Funds	683,846	1,708,912	(1,692,678)	-	700,080

Recovery Services:

ARC (National Lottery Community Fund) - is an initiative focusing on activity and peer led support to enable people to recover from alcohol addiction and lead a fulfilling life.

New Directions (CGL) - is a partnership between CGL and Project 6 to deliver elements of the Bradford Treatment Services.

BLF Capability WaVE - Funding from the Big Lottery to build capacity for organisational change in the organisation.

Progress (National Lottery Community Fund) - is an initiative to develop our recovery pathways, recruit and support peer supporters and volunteers and provide progression pathways in to the community.

Family, Children and Young Peoples Services

Befriending (SCC) - a spot purchase arrangement to provide support and paid mentoring for vulnerable young people.

The Spot (SCC) - an initiative to provide support for young people leaving care via a youth club offer.

Fresh Start (SCC) - an initiative that works with women in Sheffield who have had multiple children removed to engage them and prevent repeat pregnancies and therefore removals.

Notes to the Financial Statements
for the year ended 31 March 2020

Families Together (SCC) - Is an initiative that supports families around substance misuses and/or parenting with the aim of enabling the children and/or young people to remain safely at home Funded by SCC.

Maternity and Families Project (AWC CCG) - is an initiative that provides a maternity and families worker to work with women and families affected by pregnancy and substance use and supports our Young Peoples work.

Comic Relief - as per Children in Need below.

Family Support (Children in Need) - Funding for a Family Support Worker to deliver 1:1 and group based interventions to substance users who are parents and children of substance using parents.

CSE Trusted Relationships - a partnership with Young Lives Bradford to provide targeted support to young people at risk of CSE.

Resilience Support (WACA) - An initiative to work in partnerships with GP practices to deliver support on an enhanced brief intervention basis to young people.

Co-operative Foundation - a short term piece of funding to explore solutions to Youth Loneliness.

Food parcels - a small initiative to provide food parcels to the vulnerable of Keighley.

Specialist Mentoring Services (SMS) (SCC) - A project to support young people experiencing challenges in life through the provision of mentoring services delivered by trained volunteers.

Bradford Youth Fund - provision of summer holiday activities to families receiving support through the Children in Need project.

Families non recurring grants - small one-off grants to augment our families work.

Alcohol and Complex Needs

DWAW (Big Lottery) - Is a project in partnership with RVS and Addaction to evaluate the effect of a targeted programme to increase awareness and reduce the adverse effects of alcohol in the over 50 age range.

Keighley Pathways Service (KPS) (Pathways) - an initiative to provide crisis support for individuals across Airedale through working with multiple partners from the local VCS.

Notes to the Financial Statements
for the year ended 31 March 2020

ASIST (AWC CCG) - Providing provide specialist intensive alcohol services targeted at repeat attendees at Airedale General Hospital.

Health & Wellness (AWC CCG) - an initiative working with the pain management team to deliver psychosocial support to those affected by prescribed opiate use and pain management.

The Third Place - a new initiative to provide a service for people who are street drinking in Keighley and need additional support around acceding mainstream alcohol services.

Multi Agency Support Team (MAST) (Winter Pressure money from W Yorks and Harrogate ICS) – to set up and deliver a multi support team of workers focusing on supporting older people, people with alcohol issues and also mental health who are accessing hospital services during winter.

Core Services

Premises Capital - Capital funds to purchase and renovate the charity's premises. The fund is expended by depreciation on the premises, and renovation costs. A charge on 11 19 Temple Street is held by the donor, such that if the premises are sold or no longer used for charitable purposes, the market value of the premises, in the proportion of the original cost that was given by the donor, is repayable to the donor.

Devonshire Street Building - funding from Public Health England for the purchase and refurbishment of a building in Keighley in which to base our Third Place service.

Designated Funds

Two designated reserves have been set up during the year. Prior to the start of the covid pandemic the trustees decided that it was important to ensure that we implement our digital strategy as soon as possible, so had agreed to the costs of implementing the strategy such as a new website, development of online training and the staff costs required to support these developments. This work has become even more critical due to the impact of the pandemic, as we have had to move most of our face-to-face delivery online.

In the light of the impact of the pandemic, we have also created a designated fund to ring fence unrestricted funds to cover the additional support needs generated by the impact of the coronavirus.

Notes to the Financial Statements
for the year ended 31 March 2020

These are:

Covid Impact Designated Funds

We envisage that the impact of Covid on the users of our services will be prolonged and we have already seen a fourfold increase in people accessing our pathway services. We have also had to radically revise the way we provide training. In early 2020/21 we have secured specific funding for 6 months to support an expansion of our Doncaster and Keighley Pathways services, and to cover the salaries of Waypoint staff who are unable to deliver face-to-face training at this point. We are unlikely to be able to access such funding in future periods, so have designated a reserve equivalent to 12 months of these additional costs, £161,638.

Digital Innovation Designated Funds

We were already planning on using unrestricted funds during 2020/21 to support our digital strategy through funding a digital innovation officer post, plus development of a new website incorporating our work in Doncaster. The Covid pandemic has hastened our plans to implement our digital strategy, and has shown how even when we return to more face-to-face delivery, remote support adds another dimension to our interactions with users of our services. We have designated £120,000 to fund the implementation of our digital strategy and associated staff costs.

Transfers

During 2019/20 Public Health England awarded project 6 a grant of £249,910 to purchase and refurbish a building in Keighley. All of this funding was spent during the financial year. The purchase cost of the building, £205k, is included in the Balance Sheet as a tangible fixed asset. The refurbishment costs have also been capitalised. In future years the building will be depreciated at 2% on a straight line basis and the freehold improvements will be depreciated over 10 years on a straight line basis. The depreciation costs will be charged to Core support costs as the building is used for general charitable purposes. To reflect this, a transfer of £210,522, the balance on the restricted fund, has been transferred from restricted to unrestricted reserves.

There were two transfers from General Unrestricted funds to Designated funds, £161,638 relating to Covid impact and £120,000 relating to implementation of our digital strategy.

Notes to the Financial Statements
for the year ended 31 March 2020**Summary of funds - current year**

	Balance at 1 April 2019	Income	Expenditure	Transfers in/out	Balance at 31 March 2020
	£	£	£	£	£
General funds	511,519	162,572	(127,968)	(71,116)	475,007
Designated funds	-	-	-	281,638	281,638
Restricted funds	188,561	2,026,977	(1,855,127)	(210,522)	148,889
	700,080	2,189,549	(1,983,095)	-	906,534

Summary of funds - prior year

	Balance at 1 April 2018	Income	Expenditure	Transfers in/out	Balance at 31 March 2019
	£	£	£	£	£
General funds	430,497	187,050	(112,267)	6,239	511,519
Restricted funds	253,349	1,521,862	(1,580,411)	(6,239)	188,561
	683,846	1,708,912	(1,692,678)	-	700,080

15. Analysis of net assets between funds**Analysis of net assets between funds - current year**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	255,108	150,126	405,234
Current assets	566,192	220,166	786,358
Creditors due within one year	(64,655)	(220,403)	(285,058)
	756,645	149,889	906,534

Notes to the Financial Statements
for the year ended 31 March 2020**Analysis of net assets between funds - prior year**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	13,978	149,196	163,174
Current assets	663,282	124,610	787,892
Creditors due within one year	(165,741)	(85,245)	(250,986)
	<u>511,519</u>	<u>188,561</u>	<u>700,080</u>

16. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net income for the year (as per Statement of Financial Activities)	206,454	16,234
Adjustment for:		
Depreciation charges	19,554	9,763
Increase in debtors	(104,965)	(118,284)
Increase/(decrease) in creditors	34,072	(5,628)
<i>Net cash provided by/(used in) operating activities</i>	<u>155,115</u>	<u>(97,915)</u>

17. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash at bank and in hand	539,812	646,311
Total	<u>539,812</u>	<u>646,311</u>

Notes to the Financial Statements
for the year ended 31 March 2020

18. Operating lease commitments

At 31 March 2020 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2020 £	2019 £
Amounts payable:		
Within 1 year	27,538	34,413
Between 1 and 5 years	15,254	40,797
Total	42,792	75,210

19. Post year end event

Doncaster Alcohol Service merged with Project 6 on 1st July 2020

20. Related party transactions

There were no related party transactions in this year.

2019: Jenni Farrow (trustee) is the sister of Vicki Beere (CEO). Jenni Farrow has no involvement in setting the remuneration of the CEO and there are procedures in place to manage any potential conflict.

Vicki Beere (CEO) is a Director of Bradford VCS Alliance, who awarded funding of £12,900 to project 6 for "Harnessing the Power of Community" activities during the year.