Report of the Trustees and Audited Consolidated Financial Statements for the Year Ended 31 March 2020 for Open Road Visions

Passmore Weeks & Richardson
Chartered Accountants and Statutory Auditors
2 Beacon End Courtyard
London Road
Stanway
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Report of the Trustees for the Year Ended 31 March 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of 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) (effective 1 January 2015).

INTRODUCTION FROM THE CHIEF EXECUTIVE AND CHAIR OF TRUSTEES

WELCOME

On behalf of the Board of Trustees and senior management team, we wish to thank everyone involved with Open Road for their support and contribution towards another successful year. This includes our amazing volunteer and staff teams, our clients, our Trustees and Patrons, our commissioners and funders, our partners and of course, the much wider community. What makes Open Road stand out from other charities? We firmly believe that, since the charity was founded 30 years ago, our people have established a vital local presence in many communities. Our clients could not flourish as they do if it were not for the many local connections we have – from individuals and services to community influencers and networks.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Our mission is to empower a diverse range of individuals, families and communities to lead healthy and more meaningful lives, free from addiction, offending behaviour and disadvantage, to ensure healthier, happier lifestyles.

Our community consists of our staff, our service users, volunteers, trustees, partners and visitors. We treat each other with consideration and respect, regardless of people's appearance, background or personal circumstances.

Significant activities and Developments

In addition to Open Road's drug and alcohol services, a number of criminal justice and welfare projects have become increasingly well established, with activities in Essex and Medway. Counselling and treatment services are supplemented and enhanced by diversionary activities which improve engagement and promote more meaningful use of time and reduced levels of re-offending.

We were delighted to welcome two new Trustees – Daniel West, Life Coach/Author, Dr Caroline Dollery, General Medical Practitioner. All of them bring wisdom, enthusiasm, professional expertise and a wealth of sector awareness.

We have continued to work with the City of London Police during the Christmas and Easter periods to support the City's night time economy.

We also commenced our new support service called "Wellbeing in the Workplace", where we provided training to Companies and their staff. For the time being this service has been unable to operate, but we hope to resume this as soon as we are able.

Our Criminal Justice Services, Cookham Wood, the Community Rehabilitation Company (CRC), the Essex Appropriate Adult Service (EAA) and the Women's Complex Needs projects, have all flourished. Our partnerships with the Prison Service, Sodexo, Essex Police and Next Chapter (Women's Refuge) also grew during the year with renewed and additional funding.

We knew that our financial position in 2019/20 would be a challenge, but with very careful budgeting and monitoring of expenditure, we are delighted to report that we have achieved a surplus.

Going forward, our financial outlook continues to remain a challenge, but we are not complacent and, to raise additional income, in the current climate, with the pandemic, we are actively looking at alternatives, such as grants where we have lost income.

Despite public funds diminishing, we are optimistic for the future and are determined to keep making a difference to individuals after 30 years of changing lives. The need for our services continues to grow and we aspire to do more, even more effectively and better than before. We deliver value for money. We are unique, passionate and caring. We are an outstanding organisation, which gives those who walk through our doors, the greatest gift of all – another chance at life.

Report of the Trustees for the Year Ended 31 March 2020

OBJECTIVES AND ACTIVITIES - continued

Since the beginning of the Covid-19 pandemic, Open Road has continued to offer the majority of its services to our client groups, ensuring that our staff, volunteers and service users are all able to do so in a safe way. Open Road has invested in IT and phone support, to enable teams to work from their own homes, whilst still providing vital services to vulnerable people. The impact of Covid-19 has resulted in a loss of funding due to the cancellation of events, such as festivals and the annual charity ball, a proportion of our rental income and donations. We have however, also been fortunate to access additional funding through Covid-19 emergency funds from Charitable Trusts, to support some of these losses and will continue to explore new opportunities to support our service provision.

Over the next five years

To achieve our goals and vision as set out in this five year plan, the plan anchors us to our core services and strengths whilst building on those to allow us to grow and develop, helping more and more vulnerable people in need.

How our activities deliver public benefit

All our charitable activities focus on our mission to empower a diverse range of individuals, families and communities to lead healthy and more meaningful lives, free from addiction, offending behaviour and disadvantage, to ensure healthier, happier lifestyles.

Volunteers

Open Road relies heavily upon volunteers who are involved in the provision of a variety of activities, including counselling and assistance in the drop-in centres, with needle exchange, Essex Appropriate Adult Service and on the SOS Buses, as well as administrative support. Without their generous support, the charity's payroll expenditure would be substantially higher than it is.

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

With a view to expanding and improving further the services delivered under local authority contracts, Open Road continues to develop a variety of income sources through optimisation of the charity's property assets and through successful funding applications for a number of projects.

Internal and external factors

The Trustees have made a full assessment of the internal and external factors that may affect these financial statements and do not deem any factors material enough to have an impact.

FINANCIAL REVIEW

Principal funding sources

Open Road is pleased to receive funding from a number of organisations and individual sources. During the current year, we received funding from:

Essex Community Rehabilitation Company (Sodexo), Border Force, Public Health, Big Lottery, Big Lottery Heritage Fund, Essex Community Foundation, Medway County Council, North Essex Clinical Commissioning Group, Mid Essex Clinical Commissioning Group, Essex Police, Fire and Crime Commissioner's Fund, Colchester Borough Council, Colchester Borough Homes, Marsh Christian Trust, Essex County Council, Chelmsford City Council, Fowler Smith and Jones Trust, Diana Tinson Trust, Festival Republic Ltd, Tampon Fund, Colchester Military Corrective Training Centre, Essex Lottery, Essex Community Initiatives Fund, High Sheriff of Essex, East of England Cooperative, Children in Need, Waitrose, Charles Haywood Trust, , Screwfix Foundation, Kent Community Foundation Fidelity Fund, CIF Funding (Essex County Council), Joseph and Lillian Sully Charitable Trust, DrinkAware, St James' Place Charitable Trust, Thompson, Smith & Puxon, Her Majesty's Prison Chelmsford, Petley Charitable Foundation, Mersea Island Lions Club, The David Fogwill Charitable Trust, Soroptomist International, Cream Liverpool Ltd, The City of London Police, CGN Restaurants.

The Charity made a surplus of £33,413 during the year and holds £1,487,081 funds at the end of the year. Of the funds held, £221,737 is held within restricted funds, where £188,199 relates to restricted property that can only be realised on disposal of the properties to which it relates.

Report of the Trustees for the Year Ended 31 March 2020

FINANCIAL REVIEW - continued

Total incoming resources decreased by 7.2% on the year ended 31st March 2020. This reflected a 6.7% decrease in restricted funding coupled with a 12.7% reduction in unrestricted funding. The former mainly relates to the loss of the Alcohol contract, less new income in the year. The decreased unrestricted mainly related to a reduction in donations received in the year offset by an increase in rental income. In the previous year, we had also recharged several property related billings, in particular relating to cost of maintenance and improvement works resulting from the requirements of the NHS prescribing trust with which Open Road continues to share its premises under licence, which did not occur in the current year.

Principal funding sources

Total resources expended decreased by 8.1% on prior year, the key features including the following:

- Payroll cost reduced by 6% to £2.1 million, this being due mainly to reduced numbers of employees related to contract changes.
- A reduction of 52.3% in counselling and therapist services mainly relates to the decreased use of temporary agency staff at the centres in Essex.
- Premises costs relating to rent and room hire and rates and water reduced by 12.1% and 33.4%, respectively. This
 was mainly due to additional premises required in the previous year and negotiations of new leases. Repairs and
 renewals have seen a reduction of 36.9% mainly due to the additional works recharged in the prior year.
- Travel costs have been reduced by 26.4% due to changes in contracts and the close monitoring of travel
 expenditure in the year.
- There have been numerous decreases in general overheads, such as postage and stationery, sundries and staff
 recruitment mainly due to the monitoring controls to reduce costs.

Open Road Solutions Limited, a 100% owned trading subsidiary of the Charity, provides the local authority commissioned drug, alcohol and mentoring services which represent approximately 73% of the charity's income.

The Charity's main objective continues to be that of improving and extending services to its existing and future clients, and in the wider community.

Overall, the financial position of the Charity continues to remain strong.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Senior Management Team together with the Trustees review and assess the organisation's strategic, operational, financial, clinical and governance risks. They ensure that the major risks, to which the Charity and its trading arm are exposed as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks. The key risks and the mitigating steps taken from the risk register are provided to the External Auditors for review in connection with their audit of the consolidated financial statements.

Report of the Trustees for the Year Ended 31 March 2020

FINANCIAL REVIEW - continued

Risks	Mitigation
Loss of major contract	Performance monitoring
	Key performance indicators
	Exception reporting to Trustees
	Dialogue with Commissioners
	Multi-level oversight of service delivery
Reputation loss	Safeguarding & data protection mandatory training
	DBS checks undertaken
	Implementation of Policies and Procedures by Operations Director and Clinical Director
Economic Climate	Reserves policy reviewed by Finance sub committee
	Asset strong balance sheet
	Market awareness
	Proactive senior management team
Loss of Funding & Support	Appointing of Fundraising professional
	Trustees and Patrons relationship support
	Formal plan and performance monitoring
Financial Mismanagement	Financial systems and processes
	Budget monitoring and review
	Awareness of fraud risks
	External audit
	Finance sub-committee meet regularly with formal reporting
Loss of Infrastructural Assets	Disaster Recovery planning
	Cyber Essentials certified
	Secure hosting of IT infrastructure
	Data protection training and testing
	Security & Fire Protection at properties
	Insurance cover
COVID-19	Budget monitoring and review
	Proactive senior management team
	Implementation of Policies and Procedures and monitoring Government Guidance
	Home working where possible

The trustees of the charity maintain reserves at a level to ensure adequate cover for at least three months of expenditure related to funded contracts which could be withdrawn at short notice. The large majority of the income of the charity emanates from local authority contracts which commit the relevant third parties to provide funding for Open Road services over specified periods. The termination of such contracts is subject to periods of notice, during which expenditure related to the services in question, could for the most part be run down before the expiry of the funding period.

FUTURE PLANS

It is anticipated that the restricted surpluses will be fully utilised over the length of the various projects. It is proposed that the Charity will continue to invest in additional work to increase the number of drug users into treatment in line with Public Health England targets, in addition to increasing the provision of alcohol service supporting people with alcohol problems.

Our recently published five year strategic plan shows that in our 30th anniversary year, we have never been more committed to providing high quality services to vulnerable people and their families. We are committed to diversify our work to reach more people, and to innovate and use more advanced technology to add value to our services. Meeting the challenges of the COVID-19 crisis has shown both the need for this and our ability to respond.

Our people feel proud to be part of Open Road; they share our vision and values and understand how they contribute to our success

There is a culture of inclusiveness where staff and volunteers support and value one another's contributions. There is a thirst for knowledge, and we have enabled professional development through mentoring and accredited training programmes.

Report of the Trustees for the Year Ended 31 March 2020

FUTURE PLANS - continued

We recognise the constantly changing needs of the people we support; new drugs emerge and new treatment methods develop. Because we are embedded in our local communities, we can readily respond to these needs as they arise. External challenges continue to focus our strategy - we operate in a highly competitive environment and in uncertain financial times and these are likely to become even more demanding.

To ensure we continue to meet our clients' needs, our 2020-2025 strategy puts people and localities at the very heart of everything we do. Our focus will continue towards economic viability and winning new contracts. We will embrace new technology and communication to help us reach more people and offer more services. We will ensure our operation is efficient and effective, providing value for money and delivering very tangible social return on investment.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Open Road Visions Limited, is a company limited by guarantee governed by its Memorandum and Articles of Association dated 1 April 1993. It registered as a charity with the Charities Commission on 20 April 1993. Membership of the charity is by invitation.

Recruitment and appointment of new trustees

The board of trustees is co-opted, in such a way as to ensure a wide range of different professional backgrounds. Potential new trustees are required to attend three meetings prior to appointment.

Organisational structure

The board of trustees meets monthly. A Chief Executive is appointed by the trustees to manage the day to day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance, employment and treatment related activity.

Induction and training of new trustees

New trustees undergo a period of training to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the decision making process, the business plan and recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Key management remuneration

Key management personnel, who comprise of the Trustees and the Senior Management team, received total compensation for the year of £287,882 (2019: £306,499).

The Personnel Sub Committee meet quarterly and Finance Sub Committee monthly, and included within their respective annual work programmes consideration to monitor, review and implement the remuneration of the CEO and senior Management Team is carried out.

Wider network

Open Road considers itself part of a wider network within Essex and Kent, providing safer communities by addressing crime associated with drug and alcohol misuse.

Report of the Trustees

for the Year Ended 31 March 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

Open Road has continued to participate in a joint operation with Essex Young People's Drug and Alcohol Service (EYPDAS), part of The Children's Society, providing the Choices services in Essex.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02806113 (England and Wales)

Registered Charity number

1019915

Registered office

12 North Hill Colchester Essex CO1 1DZ

Trustees

M Mears

Chartered Accountant

R G Smith Y M Larkin Retired HR Director

N South

Academic Professor

N K Alston

Lecturer & Public Sector Non-Ex

Director

M Setanoians

Medical & Science Liaison

(resigned 1 January 2020)

S Shah T Field Director

J F Aldridge

Solicitor County Councillor

D West

Life Coach/Author

(appointed 23 January 2020) (appointed 21 May 2020)

C Dollery

Medical Practitioner

Company Secretary

M Mears

Auditors

Passmore Weeks & Richardson

Chartered Accountants and Statutory Auditors

2 Beacon End Courtyard

London Road

Stanway

Colchester

Essex

CO3 0NU

Bankers

Barclays Bank Plc 9 High Street Colchester

Essex

Solicitors

Fisher Jones Greenwood LLP Charter Court Newcomen Way

Colchester

CO49YA

Report of the Trustees for the Year Ended 31 March 2020

REFERENCE AND ADMINISTRATIVE DETAILS - continued.

SENIOR MANAGEMENT TEAM

Mrs S Wright Mrs A Trudgian Chief Executive

Mrs J Thompson

Operations Director Clinical/Business Development Director

Mr Paul Hughes

Central Services Director (resigned 31 July 2020)

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Open Road Visions for the purposes of company law) are responsible for preparing the Report of the Trustees and the consolidated financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare consolidated 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 those consolidated financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the consolidated 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.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

The trustees have complied with their duty in section 4 of the Charities' Act 2006 to have due regard to guidance published by the Charities' Commission on public benefit.

AUDITORS

The auditors, Passmore Weeks & Richardson, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on _______ and signed on its behalf by:

M Mears - Trustee

Report of the Independent Auditors to the Trustees of Open Road Visions

Opinion

We have audited the consolidated financial statements of Open Road Visions (the 'charitable company') and its subsidiary (the 'group') for the year ended 31 March 2020 which comprise the consolidated Statement of Financial Activities, the consolidated Balance Sheet, the charity Balance Sheet, the consolidated Cash Flow Statement and notes to the consolidated financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the consolidated financial statements:

- give a true and fair view of the state of the charitable company and the group'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, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; 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 Auditors responsibilities for the audit of the consolidated 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 consolidated financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis 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 consolidated financial statements is not appropriate; or
- the trustees have not disclosed in the consolidated 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 consolidated 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 consolidated financial statements and our Report of the Independent Auditors thereon.

Our opinion on the consolidated 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 consolidated financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the consolidated 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 consolidated 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.

Report of the Independent Auditors to the Trustees of Open Road Visions

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the consolidated financial statements; or
- the charitable company has not kept adequate accounting records; or
- The consolidated financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

the directors were not entitled to prepare the consolidated financial statements in accordance with the small companies' regime and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the consolidated 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 consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated 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.

Our responsibilities for the audit of the consolidated financial statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors 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 consolidated financial statements.

A further description of our responsibilities for the audit of the consolidated financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Passmore Weeks & Richardson

Chartered Accountants and Statutory Auditors

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

2 Beacon End Courtyard

London Road Stanway

Colchester

Essex

CO3 0NU

Date: 4/9/2020

Consolidated Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2020

		Unrestricted funds	Restricted funds	31.3.20 Total funds	31.3.19 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM Donations and legacies Charitable activities	2	100,045	204,107	304,152	361,632
General	200 E	-	2,542,252	2,542,252	2,761,678
Investment income	3	141,371		141,371	97,602
Total		241,416	2,746,359	2,987,775	3,220,912
EXPENDITURE ON					
Raising funds	5	-	-	=	6,905
Charitable activities	6	217.020	2 712 720	2 020 577	2 101 057
General Support Cost		217,838 1,151	2,712,739 22,634	2,930,577 23,785	3,181,957 26,512
Support Cost					
Total		218,989	2,735,373	2,954,362	3,215,374
				8	
NET INCOME		22,427	10,986	33,413	5,538
Transfers between funds	17	223,398	(223,398)	-	
Net movement of funds		245,825	(212,412)	33,413	5,538
RECONCILIATION OF FUNDS					
Total funds brought forward		1,019,519	434,149	1,453,668	1,448,130
TOTAL TUNING GARDIER FORWARD		10/52//	221 525	1 407 001	1.450.660
TOTAL FUNDS CARRIED FORWARD		1,265,344	221,737	1,487,081	1,453,668

Consolidated Balance Sheet At 31 March 2020

DWDD ACCOUNTS	Notes	Unrestricted funds	Restricted funds	31.3.20 Total funds	31.3.19 Total funds
FIXED ASSETS Tangible assets	11	971,603	188,199	1,159,802	1,146,987
CURRENT ASSETS Debtors Cash at bank and in hand	13	144,175 299,683 443,858	150,691 309,675 460,366	294,866 609,358 904,224	203,803 522,743 726,546
CREDITORS Amounts falling due within one year	14	(125,117)	(376,828)	(501,945)	(358,073)
NET CURRENT ASSETS		318,741	83,538	402,279	368,473
TOTAL ASSETS LESS CURRENT LIABILITIES		1,290,344	271,737	1,562,081	1,515,460
PROVISIONS FOR LIABILITIES	16	(25,000)	(50,000)	(75,000)	(61,792)
NET ASSETS		1,265,344	221,737	1,487,081	1,453,668
FUNDS Unrestricted funds Restricted funds	17			1,265,344 221,737	1,019,519 434,149
TOTAL FUNDS				1,487,081	1,453,668

Consolidated Balance Sheet - continued At 31 March 2020

The consolidated financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

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

M Mears -Trustee

Charity Balance Sheet At 31 March 2020

		Unrestricted funds	Restricted funds	31.3.20 Total funds	31.3.19 Total funds
	Notes	£	£	£	£
FIXED ASSETS Tangible assets	11	971,603	188,199	1,159,802	1,146,986
Investments	12	1	100,199	1,139,802	1,140,980
		971,604	188,199	1,159,803	1,146,987
CURRENT ASSETS					
Debtors	13	275,178	95,415	370,593	175,812
Cash at bank and in hand		105,553	338,191	443,744	522,451
		380,731	433,606	814,337	698,263
CREDITORS					
Amounts falling due within one year	14	(36,455)	(376,827)	(413,282)	(330,729)
NET CURRENT ASSETS		344,276	56,779	401,055	367,534
TOTAL ASSETS LESS CURRENT					
LIABILITIES		1,315,880	244,978	1,560,858	1,514,521
PROVISIONS FOR LIABILITIES	16	(25,000)	(50,000)	(75,000)	(61,792)
NET ASSETS		1,290,880	194,978	1,485,858	1,452,729
FUNDS					
Unrestricted funds				1,290,880	1,073,935
Restricted funds				194,978	378,794
TOTAL FUNDS				1,485,858	1,452,729
Charity's surplus for the financial year				33,128	5,253

As permitted by section 408 of the Companies Act 2006, the Statement of Financial Activities (incorporating the income and Expenditure Account) of the parent company is not presented as part of these financial statements.

<u>Charity Balance Sheet - continued</u> At 31 March 2020

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

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

M Mears -Trustee

Consolidated Cash Flow Statement for the Year Ended 31 March 2020

Cash flows from operating activities:	Notes	31.3.20 £	31.3.19 £
Cash generated from operations Interest paid Tax paid	1	108,471 (1,245) (536)	(113,916) (3,385) (180)
Net cash provided by/ (used in) operating activities		106,690	(117,481)
Cash flows from investing activities: Purchase of tangible fixed assets Sale of tangible fixed assets Interest received		(34,241) 9,810 4,356	10,246 6,990
Net cash provided by/ (used in) investing activities		(20,075)	17,236
Cash flows from financing activities: Loan repayments in year			(63,214)
Net cash provided by (used in) financing activities			(63,214)
Change in cash and cash equivalents in the reporting period		86,615	(163,459)
Cash and cash equivalents at the beginning the reporting period	of	522,743	686,202
Cash and cash equivalents at the end of the reporting period		609,358	522,743

Notes to the Consolidated Cash Flow Statement for the Year Ended 31 March 2020

1.	RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES					
			31.3.20	31.3.19		
			£	£		
	Net income for the reporting period (as per the statement of financial	l				
	activities)		33,413	5,538		
	Adjustments for:					
	Depreciation charges		14,116	10,890		
	Donations – non cash items		(2,500)	-		
	Taxation		67	536		
	Interest received		(4,356)	(6,990)		
	Interest paid		1,245	3,385		
	(Increase) in debtors		(91,063)	(25,591)		
	Increase/(decrease) in creditors		157,549	(101,684)		
	Net cash provided by/ (used in) operating activities		108,471	(113,916)		
2.	ANALYSIS OF CHANGES IN NET FUNDS					
	At 1.	4.19	Cash flow	At 31.3.20		
		E	£	£		
	Net cash					
	Cash at bank and in hand 522	,743	86,615	609,358		
				-		
	Total 522	,743	86,615	609,358		

Notes to the Consolidated Financial Statements for the Year Ended 31 March 2020

1. ACCOUNTING POLICIES

Basis of preparing the consolidated financial statements

The consolidated financial statements of the charitable group, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The consolidated financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

Going Concern

The trustees have reasonable expectation that the charitable group has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis in preparing the annual consolidated financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income received by way of donations and gifts to the charity is included in full in the Statement of Financial Activities (SOFA) when receivable.

Government grants are accounted for using the performance model and are recognised when it is probable that the charity will receive the grant and sufficient evidence that the terms of the grant have been provided. Any grants that have not met the performance-related conditions are deferred.

All other service contracts are recognised when there is sufficient evidence that the service has been provided. Income received in advance is deferred where appropriate.

Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Gift Aid receivable is included when it is probable that the income will flow to the charity.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Resources expended are included on an accruals basis.

Certain expenditure is directly attributable to specific activities or projects and has been included in those cost categories.

Where staff are working on specific projects, a proportion of their cost is allocated to the projects. This proportion is calculated with reference to the amount of time spent.

Other support costs are allocated to activities in proportion to total staff costs.

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Freehold property - 2% on cost
Short leasehold - 33% on cost
Fixtures and fittings - 25% on cost
Motor vehicles - 25% on cost
Computer equipment - 20% on cost

Freehold properties are stated in the statement of financial position at their revalued amounts, being the fair value at the date of revaluation less any accumulated depreciation and impairment losses.

Fair values are determined as follows:

Freehold properties

- market value for existing use

Revaluations are performed with sufficient regularity to ensure that carrying amounts are not materially stated.

Related party exemption

The charitable company has taken advantage of exemption, under the terms of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', not to disclose related party transactions with wholly owned subsidiaries within the group.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Taxation for the year, relating to its trading subsidiaries, comprises of current tax. Tax is recognised in the Income Statement, except to the extent that it relates to items recognised in other comprehensive income or directly in equity.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Donated goods and services

Donated services and facilities are valued and included as income and expenditure, at the price that the charity estimates it would pay in the open market for an equivalent service or facility.

Donated goods for resale are recognised when they are sold. A valuation of volunteer time given to the charity is not included in the consolidated financial statements

Redundancy and termination payments

Redundancy and termination payments are recognised when there is a demonstrable commitment on an individual basis that cannot be realistically withdrawn.

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

2.	DONA	TIONS	AND	LEGACIES
L.	DUNA	CHOIL	AND	LEGACIE

	Donations Sundry income Charitable trust income			31.3.20 £ 41,830 52,677 209,645	31.3.19 £ 74,880 97,252 189,500 361,632
3.	INVESTMENT INCOME				
	Rents received Deposit account interest			31.3.20 £ 136,987 4,384 141,371	31.3.19 £ 90,612 6,990 97,602
4.	INCOME FROM CHARITA	BLE ACTIVITIES			
	Statutory trust income	Activity General		31.3.20 £ 2 <u>,542,252</u>	31.3.19 £ 2 <u>,761,678</u>
5.	RAISING FUNDS				
	Raising donations and legacie	es			
	Fundraising costs			31.3.20 £	31.3.19 £ 6,905
6.	CHARITABLE ACTIVITIES	SCOSTS			
	General Support Cost		£ 2,930,577 2,930,577	Support costs (See note 7) £ 23,785 23,785	Totals £ 2,930,577 23,785 2,954,362

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

7. SUPPORT COSTS

	Governance		
	Finance	costs	Totals
	£	£	£
Support Cost	1,244	22,541	23,785
	1,244	22,541	23,785

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.20	31.3.19
	£	£
Auditors' remuneration	9,800	9,501
Auditors' remuneration for non audit work	12,674	13,090
Depreciation - owned assets	14,116	10,890
Hire of plant and machinery	13,416	13,958
Other operating leases	85,788	97,647
Corporation tax	<u>67</u>	536

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

	31.3.20	31.3.19
	£	£
Trustees' expenses	-	812

There were no trustees' expenses paid for the year ended 31 March 2020.

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

10. STAFF COSTS

Wages and salaries Social security costs Other pension costs	31.3.20 £ 1,889,816 158,962 41,006 2,089,784	31.3.19 £ 2,008,698 170,889 32,178 2,211,765
The average monthly number of employees during the year was as follows:		
Administration Project workers	31.3.20 21 69	31.3.19 20 78
	<u>90</u>	98
The number of employees whose employee benefits (excluding employer pension	on costs) exceeded	£60,000 was:
£60,001 - £70,000 £70,001 - £80,000	31.3.20 1 1	31.3.19 1 1
	2	2

Redundancy and ex gratia payments totalled £37,663 (2019: £6,000) for the year, of which £32,663 (2019: £nil) was outstanding as at 31 March 2020.

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

11. TANGIBLE FIXED ASSETS

	Freehold property £	Short leasehold £	Fixture & fittings	Motor vehicles £	Computer equipment £	Totals £
Cost/valuation						
At 1 April 2019 Additions Disposals	1,213,854 (9,810)	56,493 (37,510)	215,696	138,207 2,500	104,447 34,241 (32,267)	1,728,697 36,741 (133,335)
At 31 March 2020	1,204,044	18,983	161,948	14 <u>0,707</u>	106,421	1,632,103
Depreciation						
At 1 April 2019 Charge for the year	94,533	56,493	215,696	9,817	104,447 4,299	581,710 14,116
Disposals		(37,510)	(53,748)		(32,267)	(123,525)
At 31 March 2020	94,533	18,983	161,948	120,358	76,479	472,301
Net book value						
At 31 March 2020	1,109,511	-	-	20,349	29,942	1,159,802
At 31 March 2019	1,119,321	-		27,666	-	1,146,987

A full valuation of the freehold properties was undertaken as at 18 April 2018 on the basis set out in the accounting policies.

Valuations are carried out by professionally qualified valuers in accordance with the Royal Institute of Chartered Surveyors (RICS) Appraisal and Valuation Manual.

The revaluation was performed by Nicholas Percival Chartered Surveyors.

Impairment reviews are undertaken annually to ensure that the carrying values reflect fair values. No impairments have been recognised in the 2019/20 financial year (£nil - 2018/19).

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

12. FIXED ASSET INVESTMENTS

	u	Shares in group ndertakings
		£
		1
		1
		1
date in the share capital of	companies include the fo	llowing:
0/0		
holding		
100		
	31.3.20	31.3.19
		£ 940
	Ø	285
	% holding	date in the share capital of companies include the fo % holding 100

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group		
		31.3.20	31.3.19
		£	£
	Trade debtors	206,550	117,433
	Other debtors	33,686	35,144
	Prepayments and accrued income	54,630	51,226
		294,866	203,803
		294,800	203,803
	Company		
	••	31.3.20	31.3.19
		£	£
	Trade debtors	136,547	68,670
	Amounts owed by group undertakings	136,471	-
	Other debtors	28,478	35,144
	VAT	14,467	24,179
	Prepayments and accrued income	54,630	47,819
		370,593	175,812
		2.0,000	
14.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
14.	CREDITORS. AMOUNTS FALLING DEE WITHIN OND TEAM		
	Group		
		31.3.20	31.3.19
		£	£
	Trade creditors	64,782	71,704
	Social security and other taxes	40,799	42,876
	VAT	88,595	89,994
	Other creditors	12,202	11,621
	Accrued expenses	107,245	88,308
	Income in advance	188,322	53,570
		501,945	358,073
	Company	31.3.20	31.3.19
		£	£
	Trade creditors	64,782	71,704
	Amounts owed to group undertakings	-	63,185
	Social security and other taxes	40,732	42,876
	Other creditors	12,202	11,086
	Accrued expenses	107,244	88,308
	Income in advance	188,322	53,570
	moone in auranov		
		413,282	330,729

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

		31.3.20	31.3.19
		£	£
	Within one year	57,947	61,218
	Between one and five years	130,702	165,320
	In more than five years	78,750	101,250
		267,399	327,788
16.	PROVISIONS FOR LIABILITIES		
10.	1 ROVISIONS FOR EIABILITIES		
		31.3.20	31.3.19
		£	£
	Provisions	75,000	61,792
		Group	Company
		£	£
	Balance at 1 April 2019	61,792	61,792
	Movement during the year	13,208	13,208
	Balance at 31 March 2020	75,000	75,000

Provisions relate to potential dilapidation costs of current leased properties totalling £50,000 (2019: £36,792) and a contingent liability of £25,000 (2019: £25,000).

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

17. MOVEMENT IN FUNDS

	At 1.4.19	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	1,019,519	22,427	223,398	1,265,344
Restricted funds				
Restricted Property fund	378,341	_	(190,142)	188,199
Essex County Council	33,879	(4,295)	(20,273)	9,311
Medway Council	15,840	1,873	(3,214)	14,499
North East London NHS FT	4,601	(3,636)	(965)	-
Chelmsford City Council	1,036	1,917	(641)	2,312
North East Essex CCG	452	4,929	(1,206)	4,175
Colchester Borough Council	-	(1,572)		313
Mid Essex CCG - SOS Chelmsford	-	(2,031)	2,031	-
Sodexo Essex Volunteer Mentoring	-	3,378	(1,411)	1,967
St James' Place Charitable Foundation	-	1,000	(1,000)	-
Womens Firebreak Course		(967)	967	-
Big Lottery	-	(196)	594	398
Forward Trust - Cookham Wood	-	(1,161)	1,161	-
Drink aware	-	250	-	250
Colchester Borough Homes	-	455	(142)	313
PFCC - Street Drinkers Outreach Clacton	-	59	(59)	_
ECF - Tampon Fund	-	848	(848)	
Military Corrective Training Centre	-	10,135	(10,135)	-
TOTAL FUNDS	1,453,668	33,413	-	1,487,081

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Movement in funds £
Unrestricted funds	12/70/20 10/20/20		
General fund	241,416	(218,989)	22,427
Restricted funds			
Restricted Property fund	-		_
Essex County Council	1,600,278	(1,604,573)	(4,295)
Medway Council	227,298	(225,425)	1,873
North East London NHS FT	171,428	(175,064)	(3,636)
Chelmsford City Council	43,166	(41,249)	1,917
North East Essex CCG	82,647	(77,718)	4,929
Colchester Borough Council	56,173	(57,745)	(1,572)
Mid Essex CCG - SOS Chelmsford	25,000	(27,031)	(2,031)
Sodexo Essex Volunteer Mentoring	99,865	(96,487)	3,378
St James' Place Charitable Foundation	1,000	-	1,000
Forward Trust - Cookham Wood	174,822	(175,983)	(1,161)
National Lottery Community Fund	3,236	(3,236)	₩0 (00/489) (#10
Big Lottery	190,136	(190,332)	(196)
Colchester Borough Homes	10,000	(9,545)	455
PFCC - Street Drinkers Outreach Clacton	7,409	(7,350)	59
ECF - Tampon Fund	7,373	(6,525)	848
Military Corrective Training Centre	30,149	(20,014)	10,135
Drink Aware	3,074	(2,824)	250
Womens Firebreak Course	4,450	(5,417)	(967)
Chelmsford Round Table Donation	163	(163)	-
Other restricted income	8,692	(8,692)	-
		()	
TOTAL FUNDS	2,987,775	(2,954,362)	33,413

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds			
	At 1.4.18	Net movement in funds	At 31.3.19
	£	£	£
Unrestricted funds			
General fund	985,475	34,044	1,019,519
Restricted funds			
Restricted property fund	378,341		378,341
Essex County Council	78,861	(44,982)	33,879
Medway Council	-	15,840	15,840
North East London NHS FT	-	4,601	4,601
Chelmsford City Council	1,719	(683)	1,036
Military Corrective Training Centre	3,734	(3,734)	-
North East Essex CCG	-	452	452
TOTAL FUNDS	1,448,130	5,538	1,453,668

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

17. MOVEMENT IN FUNDS - continued

Comparatives for net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Transfers £	Movement in funds £
Unrestricted funds			0.070	24.044
General fund	276,685	(252,519)	9,878	34,044
Restricted funds				
Restricted property fund		-	-	=
Essex County Council	1,821,093	(1,866,572)	497	(44,982)
Sodexo	105,724	(105,825)	101	<u>~</u>
Norfolk & Suffolk Volunteer Mentor Scheme	45,372	(30,471)	(14,901)	=
Essex Community Foundation	4,200	(4,720)	520	480************************************
Medway Council	244,305	(228,465)	-	15,840
Big Lottery	176,400	(184,603)	8,203	-
North East London NHS FT	171,429	(166,828)	-	4,601
Cookham Wood	173,898	(176,739)	2,841	=
Colchester Borough Council	17,550	(17,695)	145	-
Colchester Borough Homes	12,000	(12,145)	145	-
Folwer Smith & Jones	2,000	(2,000)	-	-
Chelmsford City Council	39,000	(39,683)	-	(683)
ACE - Social Impact Grant	1,300	(1,945)	645	-
Military Corrective Training Centre	24,696	(20,296)	(8,134)	(3,734)
Safer Places	360	(420)	60	_
North East Essex CCG	79,250	(78,798)	=	452
NHS Mid Essex CCG	25,000	(25,000)	-	
Chelmsford Round Table	650	(650)	-	-
TOTAL FUNDS	3,220,912	(3,215,374)		5,538

Notes to the Consolidated Financial Statements - continued for the Year Ended 31 March 2020

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.

19. FUNDS

The Restricted Fund includes funding for various projects undertaken by the charity.

Big Lottery Fund Grant - restricted funding received during the year included the following awards:

-The SWEAT (Steroids Weights Education and Therapy) project - £151,657 received, of which £6,060 has been deferred until the following year.

-Healthy Heritage Project: Nature, Care and Recovery - £NIL received from the Heritage Lottery Fund, (£9,309 was received after the year end once the project was completed).

Essex County Council - restricted funding received during the year relates to:

- -All Age Recovery Coordination Service £1,369,311
- -Essex Appropriate Adult Service £148,967
- -Chelmsford SOS Bus £25,000
- -Colchester SOS Bus £57,000

Medway Council - restricted funding relates to the Medway Wellbeing and Recovery Service. Income of £227,298 was received.

The Restricted Property Fund relates to the charity's freehold property in Colchester (2019: Two freehold properties in Colchester and Clacton-On-Sea).

Where activities related to restricted funds resulted in a deficit during the year, funds were transferred from the general unrestricted fund.