

REGISTERED COMPANY NUMBER: 01874645 (England and Wales)
REGISTERED CHARITY NUMBER: 1089705

**Report of the Trustees and
Audited Financial Statements for the Year
Ended 31 March 2020
for**

Greenwich Housing Rights

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for the Year Ended 31 March 2020**

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**Reference and Administrative Details
for the Year Ended 31 March 2020**

TRUSTEES	S Choudhury (Chair) J Hodge (Treasurer) N Letsae G Littlewood (Vice Chair) C Paget M Phillips N Smith
COMPANY SECRETARY	P M Robotham
REGISTERED OFFICE	36 Wellington Street Woolwich London SE18 6PE
REGISTERED COMPANY NUMBER	01874645 (England and Wales)
REGISTERED CHARITY NUMBER	1089705
INDEPENDENT AUDITORS	Ardor Business Solutions Limited Statutory Auditors Chartered Certified Accountants South View Lower Wall Road West Hythe Kent CT21 4NW
BANKERS	Unity Trust Bank plc Nine Brindleyplace Birmingham B1 2HB
SENIOR MANAGEMENT TEAM	P Robotham O Alalade Jennifer Blyth Senior Supervising Solicitor Senior Solicitor

**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).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The objects of the Charity are 'to relieve poverty of persons in Greenwich and surrounding areas by the provision of free advice and assistance concerning housing and accommodation issues; and to advance public education about housing matters.'

The main objectives and activities undertaken in relation to these purposes are to:

(1) reduce homelessness and improve housing conditions by providing legal advice and representation services, including: a specialist advice service open to anyone in housing need in the Royal Borough of Greenwich (RBG); a housing possession court duty scheme in Bromley County Court at Bromley County and Woolwich Crown Courts; specialist advice services to anyone in housing need in the Royal Borough of Greenwich and the surrounding areas, and a Legal Aid Casework and Litigation Service.

(2) increase access to quality advice by awareness raising, partnership work and influencing decision-makers locally and further afield, including delivery of a partnership based Clockhouse and Charlton Community Centres Hub services.

(3) increase employment and career prospects by offering work experience and training in social welfare law and legal practice skills.

Public benefit

The Trustees referred to guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives and in planning and reviewing our activities. The activities, beneficiaries and benefits provided by the Charity are described throughout the sections of this report.

Volunteers

Volunteers make a significant contribution to the work of the Charity. However, due to limited management capacity, 6 volunteers were recruited to assist with the Charity's main services. Volunteers help with admin tasks, fundraising, and the running of the organisation.

**Report of the Trustees
for the Year Ended 31 March 2020**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Reducing homelessness through the provision of legal advice and representation

The Charity continues to make a significant contribution to reducing homelessness across Greenwich and neighbouring London Boroughs. The last two months of year 2019/20 ended with Covid-19 pandemic crisis unfolding. This led to the suspension of court cases, the closure of the Housing Possession Court Duty Scheme (HPCDS) and both outreach and inhouse advice sessions. Our work and our funders' generosity allowed the organisation to continue to provide services to the residents of the Royal Borough of Greenwich and surrounding areas.

Since the middle of February 2020 staff have largely worked from home, seeing clients face to face only where necessary. The Charity furloughed the staff most affected by the closure of the HPCDS and face to face drop-in advice sessions.

The need for our service, working in partnership with local advice agencies, met the strong demand for our service. Over the years, the Charity has helped 4,500 people annually, which is almost double the number of clients similar organisation assist. Despite the challenges of the pandemic, through hard work and ingenuity the Charity ensured that not only could staff work safely from home, it also ensured that vital services were provided remotely online or by telephone. The Charity assisted 3051 people to avoid eviction, make homelessness applications and successfully appeal allocations and homelessness decisions. The Charity provided;

- casework support to 143 clients
- HPCDS help at court to 1943 clients, 82% of which were helped to remain in their homes.
- one off advice to 963 people:
 - 58 at the Clockhouse Community Centre,
 - 36 at the Greenwich Migrant Hub
 - 681 at the Drop-In advice service
 - 190 digitally.

The Charity continued to support the most vulnerable with approximately 56% of clients being lone parents and 31% of all clients having a disability or long-term health condition.

FINANCIAL REVIEW

Principal funding sources

The Charity acknowledges with gratitude the generosity of those who provided funding. The principal funding sources are: a Funding Agreement with the Royal Borough of Greenwich (RBG); income generated from cases undertaken under our Legal Aid Agency Housing & Debt contract; and a Legal Aid contract to deliver the Housing Possession Court Duty Scheme (HPCDS) in Bromley County Court.

In addition, the Charity receives a grant from Mercers to deliver outreach advice services at Clockhouse Community Centre and number of grants and donations to support the general activities of the Organisation.

Income and expenditure

Income received in 2019/20 was £404,887 was slightly less than £408,439 in 2018/19. However, through stringent financial measures, expenditure in the year was £369,955 (2018/19; £451,496), resulting in net income of £34,932.

**Report of the Trustees
for the Year Ended 31 March 2020**

FINANCIAL REVIEW

Reserves and investment policies and plans

Total funds held at the 31st March 2020 are £80,506 of unrestricted reserves (2018/19; £45,574).

The Charity's Trustees have agreed a reserves policy that is assessed annually with the aim of ensuring the Charity has sufficient funds to cover the following costs if they should arise in the year/two years ahead: (1) maintain service delivery in the possible event of a significant loss or downturn in income; (2) cover potential redundancy and other winding up costs; and (3) provide 'seed' funding for investment in service developments and new projects.

For 2019/2020, the Trustees have considered that the main risks arising will be in relation to generating sufficient Legal Aid and Legal Help income in line with budget. On that basis, Trustees have assessed the reserve's requirement for 2019/20 to be £98,000, including £73,000 to maintain service delivery over a two-month notice period and £20,000 to cover possible redundancy costs and £5,000 to cover a projected budget shortfall.

The assessed reserve requirement exceeds funds held by the Charity; however, the reserves assessment is based on a worst-case scenario and Trustees have therefore put in place plans for continued cost ratification/monitoring and additional cashflow monitoring to ensure the Charity always has sufficient funds to cover costs and ensure budget surpluses which will help maintain the reserve fund to required levels.

Going concern

Since March 2020, the Trustees have been very conscious of the increased need to keep the Charity's business plan priorities under review and to closely monitor its finances and in particular, cashflow. The weekly Emergency Board (comprising the Chair, Deputy Chair and Treasurer supported by the Director), the weekly meetings between the Director and Treasurer, the creative use of staff resources and the support of government schemes have been used to proactively address the financial impact of the pandemic. Contracts and grants for the Charity's main activities have been secured into the 2020/21 financial year. Alongside this, the Trustees are confident that the organisation is working closely with its representative body to ensure that the Charity attracts sufficient funds to remain a going concern. The Trustees are satisfied that the Charity has maintained robust financial position throughout and remains a going concern.

PLANS FOR FUTURE PERIODS

The Trustees are keenly aware that their responsibilities include the duty to plan for the future and to prepare the Charity for the risks and opportunities they have identified beyond the current financial year.

Since March 2020, the Charity has regularly reviewed and updated its risk assessment and business continuity plans to reflect the changing environment caused by Covid-19. As of the 31st of March 2020, all 3 of GHR principal sources of income have been secured for at least 18 months ahead. The HPCDS contract is likely to be retendered in Spring 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Organisation is a charitable company limited by guarantee, incorporated 28th December 1984, and registered as a Charity on 10th December 2001. 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. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.

**Report of the Trustees
for the Year Ended 31 March 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of the Management Committee

The Directors of the Company are also Charity trustees for the purposes of Charity law and under the Company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association Greenwich Housing Rights has a Management Committee comprising not less than five and not more than twenty members. Members of the Management Committee retire from office at every Annual General Meeting but are eligible for re-election.

The Management Committee seeks to ensure that the needs of the Charity's clients are reflected by the diversity of the Trustee body. To enhance the potential of trustees, the Charity constantly seeks to identify those in the community with appropriate skills who would be willing to become members and to use their own experience to assist the Charity.

Induction and training of new trustees

Trustees are already familiar with the practical work of the Charity, but members of staff are always available to answer any queries. Formal induction is planned for new trustees appointed at the next Annual General Meeting. Trustees are also provided with a comprehensive induction pack, which includes the Management Committee's standing orders, key organisational policies, and the Charity Commission guide 'How to be an Effective Trustee'. Trustees are encouraged to access the Charity Commission website and subscribe to Charity Commission and other leading Charity email bulletins.

Organisational structure

The Management Committee is responsible for the strategic direction, governance and policy of the Charity and meets up to 10 times a year to set strategic goals and receive reports from staff on the performance of the organisation and its services.

The day to day running of the Charity is delegated to the staff team, with the Director providing reports and support to the Committee and staff members contributing reports to the Committee as appropriate. The Senior Supervising Solicitor is accountable to the Solicitors Regulation Authority for the conduct of legal cases and the supervision of Trainee Solicitors. The Senior Supervising solicitor, Senior Solicitor, and the Director, who is also a Supervising solicitor, collectively provide legal supervision of all the areas of work. In this way, the Management Committee seeks to ensure that the Charity delivers the services specified and that key performance indicators are met.

**Report of the Trustees
for the Year Ended 31 March 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees are keenly aware that their responsibilities include the duty to plan for the future to prepare the Charity for the risks and opportunities they have identified beyond the current financial year.

The Charity reviews an annual operation risk assessment and a business continuity plan. The risk assessment was updated continuously since March 2020 to reflect the changing environment caused by Covid-19.

The Charity responded immediately and effectively to the Covid-19 crisis and that response to the end of March 2020 is reported below. Through the immediate creation of an Emergency board, the Trustees were able to respond nimbly to the crisis. The Charity commenced monitoring the spread of Covid-19 in the UK and commenced planning how it would adapt its work and support clients. This included an emergency budget, immediate consolidation of liabilities and expenditure, review of health & safety policies, research into government and local authority assistance, digital infrastructure, and related systems to enable effective remote working to protect the health of staff and the public, whilst continuing to serve the community. Consequently, the Charity moved to remote working in March.

The Charity's strategy for responding to the March 2020 lockdown and supporting the public focused initially on:

1. Financial viability, impact on loss of legal aid income, unanticipated expenditure because of necessary adaptation and other financial knock-on effects;
2. continuing to provide services while safeguarding staff and clients; and
3. Responding to issues arising from the pandemic that are relevant to the mission of the Charity.

By the end of March 2020, the Charity had:

1. convened weekly Emergency board meetings by video calls which reported to regular Trustee Board meetings by video calls;
2. prepared an emergency budget and rationalised its expenses and liabilities;
3. prepared a fundraising strategy to offset the immediate drop in legal aid and HPCDS income;
4. agreed a financial package with staff which included taking advantages of various government schemes to assist with costs;
5. contacted its representative body, Advice UK, to inform them the major funders and relevant programme managers of the impact of the loss of income of the impact upon the Charity with the view to facilitating speedy funding responses as required in an unfolding and unknown situation;
6. identified funds reserves to meet expenses and liabilities;
7. established weekly video-calls emergency board meetings; and
8. established a weekly Keep in Touch video calls with staff.

By July 2020, the Charity had:

1. continued to convene regular Emergency board meetings by video calls which reported to regular Trustee Board meetings by video calls;
2. secured a £10,000 grant from the Royal Borough of Greenwich to offset the immediate drop in legal aid and HPCDS income;
3. adapted to remote working including provision of mobile equipment, adapting telephony, and moved most services online or via the telephone;

**Report of the Trustees
for the Year Ended 31 March 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

4. continued to consider governance, health & safety guidance, employment issues, regulatory impact on the Charity changes at Courts and Tribunals, legal aid, remote working, funding, etc.;
5. sent regular email bulletins to staff;
6. adapted its governance procedures to better support staff and closely monitor developments always ensuring that rapid decisions nevertheless complied with Charity and other regulation and guidance;
7. obtained the assistance of a consultant; and
8. embarked on programme of safety measures in its premises to keep the staff and public safe.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Greenwich Housing Rights for the purposes of company law) are responsible for preparing the Report of the Trustees and the 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 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 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 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.

In so far as the trustees are aware:

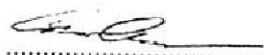
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Ardor Business Solutions Limited, 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 17 December 2020 and signed on its behalf by:



S Choudhury - Trustee

Report of the Independent Auditors to the Members of Greenwich Housing Rights

Opinion

We have audited the financial statements of Greenwich Housing Rights (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Statement of Financial Position and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 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, 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 financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis 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 Report of the Independent Auditors 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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the 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 Report of the Trustees.

Report of the Independent Auditors to the Members of Greenwich Housing Rights

Matters on which we are required to report by exception

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

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

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 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.

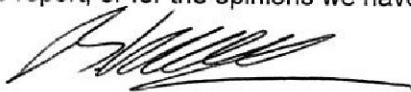
Our responsibilities for the audit of the financial statements

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 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 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 Report of the Independent Auditors.

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 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 members as a body, for our audit work, for this report, or for the opinions we have formed.



Bryan Kemsley FCCA FMAAT (Senior Statutory Auditor)
for and on behalf of Ardor Business Solutions Limited
Statutory Auditors
Chartered Certified Accountants
South View
Lower Wall Road
West Hythe
Kent
CT21 4NW

Date: 21 December 2020

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

	Notes	Unrestricted funds £	Restricted funds £	31/3/20 Total funds £	31/3/19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		419	-	419	1,795
Charitable activities					
Core activities		244,722	150,000	394,722	389,685
Other income		9,746	-	9,746	16,962
Total		<u>254,887</u>	<u>150,000</u>	<u>404,887</u>	<u>408,442</u>
EXPENDITURE ON					
Charitable activities					
Core activities		<u>219,955</u>	<u>150,000</u>	<u>369,955</u>	<u>451,499</u>
NET INCOME/(EXPENDITURE)		<u>34,932</u>	<u>-</u>	<u>34,932</u>	<u>(43,057)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>45,574</u>	<u>-</u>	<u>45,574</u>	<u>88,631</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>80,506</u></u>	<u><u>-</u></u>	<u><u>80,506</u></u>	<u><u>45,574</u></u>

Statement of Financial Position
At 31 March 2020

	Notes	Unrestricted funds £	Restricted funds £	31/3/20 Total funds £	31/3/19 Total funds £
FIXED ASSETS					
Tangible assets	6	-	-	-	1,731
CURRENT ASSETS					
Debtors	7	110,290	-	110,290	96,605
Cash at bank and in hand		18,043	-	18,043	2,734
		<u>128,333</u>	<u>-</u>	<u>128,333</u>	<u>99,339</u>
CREDITORS					
Amounts falling due within one year	8	(42,251)	-	(42,251)	(55,496)
NET CURRENT ASSETS		<u>86,082</u>	<u>-</u>	<u>86,082</u>	<u>43,843</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		86,082	-	86,082	45,574
CREDITORS					
Amounts falling due after more than one year	9	(5,576)	-	(5,576)	-
NET ASSETS		<u>80,506</u>	<u>-</u>	<u>80,506</u>	<u>45,574</u>
FUNDS	10				
Unrestricted funds				80,506	45,574
Restricted funds				-	-
TOTAL FUNDS				<u>80,506</u>	<u>45,574</u>

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

The financial statements were approved by the Board of Trustees on 17 December 2020..... and were signed on its behalf by:



.....
S Choudhury -Trustee

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Improvements to property	- 25% on cost
Office equipment	- 25% on cost

Assets with an individual cost in excess of £1,000 are capitalised. Those below this amounts are treated as a revenue expense in the year of purchase.

Taxation

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

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company makes contributions to a multi-employer defined benefit pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities in the period to which they relate.

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

2. NET INCOME/(EXPENDITURE)

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

	31/3/20	31/3/19
	£	£
Auditors' remuneration	2,700	2,260
Depreciation - owned assets	1,731	8,545
	<u> </u>	<u> </u>

3. 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

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31/3/20	31/3/19
Management	1	1
Core charity workers	7	7
Administration	1	1
	<u> </u>	<u> </u>
	9	9
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

In addition to the core staff, there were 12 volunteers operating in 2020 (2019: 12).

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,795	-	1,795
Charitable activities			
Core activities	269,985	119,700	389,685
Other income	16,962	-	16,962
Total	<u>288,742</u>	<u>119,700</u>	<u>408,442</u>
 EXPENDITURE ON			
Charitable activities			
Core activities	331,799	119,700	451,499
Total	<u>331,799</u>	<u>119,700</u>	<u>451,499</u>
 NET INCOME/(EXPENDITURE)	<u>(43,057)</u>	<u>-</u>	<u>(43,057)</u>

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

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	88,631	-	88,631
TOTAL FUNDS CARRIED FORWARD	<u>45,574</u>	<u>-</u>	<u>45,574</u>

6. TANGIBLE FIXED ASSETS

	Improvements to property £	Office equipment £	Totals £
COST			
At 1 April 2019 and 31 March 2020	<u>3,020</u>	<u>76,414</u>	<u>79,434</u>
DEPRECIATION			
At 1 April 2019	3,020	74,683	77,703
Charge for year	-	1,731	1,731
At 31 March 2020	<u>3,020</u>	<u>76,414</u>	<u>79,434</u>
NET BOOK VALUE			
At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2019	<u>-</u>	<u>1,731</u>	<u>1,731</u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/20 £	31/3/19 £
Trade debtors	60	-
Prepayments and accrued income	110,230	96,605
	<u>110,290</u>	<u>96,605</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/20 £	31/3/19 £
Trade creditors	-	13,823
Social security and other taxes	10,336	7,688
VAT	4,021	2,312
Other creditors	7,065	6,311
Accruals and deferred income	20,829	25,362
	<u>42,251</u>	<u>55,496</u>

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

9. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31/3/20 £	31/3/19 £
Other creditors	5,576	-
	<u>5,576</u>	<u>-</u>

10. MOVEMENT IN FUNDS

	At 1/4/19 £	Net movement in funds £	At 31/3/20 £
Unrestricted funds			
General fund	45,574	34,932	80,506
TOTAL FUNDS	<u>45,574</u>	<u>34,932</u>	<u>80,506</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	244,887	(209,955)	34,932
London Legal Support Trust	10,000	(10,000)	-
	<u>254,887</u>	<u>(219,955)</u>	<u>34,932</u>
Restricted funds			
RBG SLA: Specialist Housing Advice Service	140,000	(140,000)	-
Clockhouse Community Centre	10,000	(10,000)	-
	<u>150,000</u>	<u>(150,000)</u>	<u>-</u>
TOTAL FUNDS	<u>404,887</u>	<u>(369,955)</u>	<u>34,932</u>

Comparatives for movement in funds

	At 1/4/18 £	Net movement in funds £	At 31/3/19 £
Unrestricted Funds			
General fund	88,631	(43,057)	45,574
TOTAL FUNDS	<u>88,631</u>	<u>(43,057)</u>	<u>45,574</u>

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

10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	273,742	(316,799)	(43,057)
London Legal Support Trust	15,000	(15,000)	-
	<u>288,742</u>	<u>(331,799)</u>	<u>(43,057)</u>
Restricted funds			
RBG SLA: Specialist Housing Advice Service	119,700	(119,700)	-
	<u>408,442</u>	<u>(451,499)</u>	<u>(43,057)</u>

Funds

Royal Borough of Greenwich (RBG) Service Level Agreement - Main Grant to support the delivery of Specialist Level Housing Advice Services.

Clockhouse Community Centre - Community Hub - support delivery of advice services.

11. CONTINGENT LIABILITIES

The Charitable Company has been notified by the Pensions Trust of the estimated employer debt on withdrawal from the Pensions Trust Growth Plan based on the financial position of the Plan as at 30 September 2019. As of this date, the estimated employer debt has been calculated at £97,900.

12. RELATED PARTY DISCLOSURES

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