

Company Registration Number 4819153

Charity Registration Number 1099865

OPEN DOOR (NORTH EAST)
ANNUAL REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018



OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018

CONTENTS	PAGES
Report of the Trustees/Directors	1 to 5
Independent Examiner's Report to the Trustees	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 15

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2018

The trustees present their report and unaudited financial statements for the year ended 31 March 2018.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing documents, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

OBJECTS AND ACTIVITIES

Under its Memorandum of Association, the charitable company's objects are to relieve persons who are in conditions of need or hardship, or who are aged or sick, and to relieve the distress caused thereby, in Middlesbrough, the North East and such other parts of the United Kingdom as the trustees may from time to time think fit.

Since its formation in July 2003, the charity has focused its attention on providing a range of related support services and housing to both asylum seekers and refugees. Since 2009 our core focus has been on the provision of services for those seeking sanctuary in Teesside and the Tees Valley.

The trustees regularly review the objectives, purposes and activities of the charity and, as part of this review, they have considered the Charity Commissions' general guidance on public benefit and, in particular, its supplementary guidance on the prevention and relief of poverty for the public benefit.

In 2015 the charity adopted the following Vision Statement describing the clear and inspirational long-term change we would like to see resulting from our work.

"Hope, justice, mercy and dignity for those seeking sanctuary"

Alongside the above Vision Statement the following Mission Statement has also been adopted which describes the reason for the charity's existence and helps guide our decisions about priorities, actions, and responsibilities relating to how the charity's purposes have been carried out for the public benefit.

**"To support those seeking sanctuary to move out of poverty and destitution
and be empowered to achieve their full potential"**

ACHIEVEMENTS AND PERFORMANCE

The period 2017/2018 has proved a time of change for Open Door (North East) (ODNE) as Paul Catterall, CEO, prepared to leave the charity after 11 years at the helm. Paul has gone on to work as Network Development Worker for a national charity NACCOM (No Accommodation Network) of which ODNE was a founding member. Previously, Paul was a board member and treasurer of NACCOM. ODNE continues to be part of the NACCOM network and look forward to using Paul's expertise in his new role. We are grateful to have been a recipient of a grant from NACCOM of £10,000, as a result of the Guardian Newspaper Appeal, which is being used to support our core costs of support worker time and an additional bed space.

The charity appointed its new CEO, Anna Lewis in June 2018. Anna had been previously employed by the charity as Senior Support Worker and we are pleased that it has been a successful transition into this new role. The post is currently funded by Lloyds Bank Foundation and Greggs and we are deeply appreciative of grants and funders that understand the value of leadership within a local charity.

Asylum dispersal has continued to widen throughout the North East, particularly into Darlington and Redcar & Cleveland and ODNE is responding to this challenge. However, the charity continues to plan strategically for future changes as Home Office contracts for housing asylum seekers and associated commissioned services are put out to tender.

We continue to watch and be concerned over the impact of Brexit and how this will affect vulnerable migrants, and the overarching hostile environment towards immigration in the UK. As a charity we welcome opportunities to speak publically around the issues of asylum and immigration and actively participate in local conversations with partner agencies, communities, churches and schools around the difficulties people face during the asylum process.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

REPORT OF THE TRUSTEES/DIRECTORS

YEAR ENDED 31 MARCH 2018

ACHIEVEMENTS AND PERFORMANCE (*Continued*)

We are deeply concerned about the effects of the rollout of Universal Credit and are seeking funding to ensure that we are able to support existing refugees as they are moved across to the new benefits system, as well as newly recognised refugees who are accessing benefits for the first time. The charity exists to alleviate the effects of destitution, so it is concerning that there is still no change in the Home Office policy of giving 28 day notice period for asylum support to finish after a person has a positive decision but Universal Credit takes around 35 days to be in payment from the date of application. By design, the two systems allow vulnerable refugees to experience destitution unnecessarily. In addition, refugees need to have the English and IT skills to access their online account and be able to budget for their housing and living costs.

We are anticipating the rollout will significantly impact three core areas of our work; housing, refugee move on services and our employment support services. We are seeking extra funding to cover the cost of support workers to meet the expected volume and depth of assistance needed.

We continue to work with our partners, British Red Cross, Methodist Asylum Project (MAP) and Justice First in the Big Lottery funded 'Ariadne Project' to give a holistic, joined up approach to the provision of support services to asylum seekers and refugees dispersed to Teesside with a particular focus across Middlesbrough, Stockton-on-Tees and Hartlepool. During the reporting period, we have registered over 400 first time users to the project through Open Door (North East). However, during the year ODNE has around 10,000 separate interactions with clients across our various projects. This is an indication of the intensive support given by Open Door staff and volunteers, and the value clients put on being able to access our support throughout their asylum journey and into independent living, as a refugee in the UK. This project is giving the charity opportunities to examine the data collected from across the project and in 2018/2019, it will be used to identify and seek funding to meet gaps in provision. Data collected through the Ariadne Project gives valuable insight into why, where, and when people use the charity's services.

We are grateful to all our funders, community and faith groups and individuals, including numerous volunteers, who have enabled us to continue to support refugees, asylum seekers and other vulnerable migrants to access housing and support in the UK in 2017/2018 and those who support us regularly each year.

The charity relies on small donations as well as larger grants and one of the smaller donations that has made a positive impact were the funds raised by local Rotary clubs to provide the tutoring costs of English classes this year.

Our 2020 Challenge continues to raise much needed unrestricted funds to enable us to meet the current needs of the charity. We are deeply grateful for the £13,077 given during this period through one off gifts and regular donations to support the charity.

In July 2017 Robel Teferi relocated overseas and as a result resigned as a Trustee. The Trustees have been very grateful for the unique skills and 'lived' experience Robel brought to the board. It is the intention that the board expands and strengthens in 2019 in order to be as effective as it can be and to provide a strategic lead in the direction and governance of the organisation.

In September 2017 the Trustees and CEO held a joint strategic away day with the Trustees and CEO of Tyneside based refugee charity Action Foundation. The focus of the day was to share experiences, better understand the environment both organisations work in and to explore the opportunities of future joint working on shared priorities.

Housing

Housing newly granted refugees and destitute asylum seekers continues to be at the core of our charity's work. Our housing portfolio continues to develop and expand to help new refugees and destitute asylum seekers have a safe home in the UK. Over the reporting period, we housed 47 people who were refused asylum and 132 refugees in 35 houses. 2016/2017 was a year of increase, whereas this year our efforts have been focussed on consolidating our stock, improving the quality of our product and ensuring that we have minimum voids and good debt management.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2018

ACHIEVEMENTS AND PERFORMANCE (Continued)

We are grateful to the Quaker Trust for providing the funding that allowed us to complete the refurbishment of two of the properties purchased in 2017 together with a gift from a private trust that wishes to remain anonymous. Following a full refurbishment, these properties are now providing good quality accommodation for four single women and a young family.

One young mother expressed her gratitude for the help received as a new refugee like this:

"We were alone, with no family, no money, no furniture and I didn't know what to do when we got refugee status. We had to leave our Home Office accommodation, I was so scared. Open Door helped us to apply for benefits, and gave us a house with furniture already in it. They knew what I needed. They helped me with everything I needed. They are like family to me and my son now."

(a young woman and her son housed and supported to integrate into the UK by ODNE)

Destitution Support Services

We continue to provide two weekly sessions in Middlesbrough where men and women can access food, practical support, friendship, creative opportunities and much needed information, advice, guidance and signposting to other services.

In addition, our support workers attend drop-ins, and meet clients based in Hartlepool and Stockton. We are grateful to Hospital of God Greatham, as well as The Big Lottery whose funding has enabled ODNE to meet clients in the location they have been dispersed to. It remains a priority for the board to strengthen and broaden our ability to respond to this growing need over a wider dispersal area.

Over the last year we had a 60% increase in demand for our destitution support services. We supported 120 NRPF clients, 68 of whom registered during the reporting period. During the year, we housed 47 individuals and families who would otherwise be destitute. This is a 74% increase on the previous reporting period. This is primarily due to the way we support our housed clients to make better decisions about their future and by working intensively with them to ensure that they can find legal representation, leading to them submitting fresh evidence to the Home Office and, as a result, being able to re-access Home Office support. In this way we are able to help a greater number of people achieve better outcomes through our destitution bed spaces.

We continue to experience capacity issues within the destitution services, it is a priority to secure funding to continue and develop this core work of ensuring that we are able to feed, assess, support and house those that would otherwise be homeless and destitute.

We are grateful for the funding from The Allen Lane Foundation for financing our hosting project this year. Whilst the appetite for hosting and being hosted is smaller in Teesside and the surrounding area, we are delighted that we were able to provide a safe and welcoming family home environment for 5 vulnerable clients. As testament to the success of our placements, three of these arrangements were longer-term amounting to 586 individual nights of hosting across the project within the reporting period.

The hosting project has had an excellent level of success in relation to the funding it has received. Our experience so far has demonstrated that hosting placements are a hugely beneficial experience for some of our most vulnerable clients and we would therefore like to further extend and develop the capacity and reach of the project as part of our destitution support services.

Melbourne House

We are pleased that, having taken on Jubilee Church Teesside and Safe Families for Children as tenants, their rent makes a contribution towards our core costs. However, it remains a challenge to cover the expenses related to running costs and rent of the building where our primary services are delivered. We continue to build partnerships with other charities who use the building to deliver their outreach support and drop ins.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

REPORT OF THE TRUSTEES/DIRECTORS

YEAR ENDED 31 MARCH 2018

ACHIEVEMENTS AND PERFORMANCE *(Continued)*

Refugee Employment Support Services

Demand and referrals from Middlesbrough Job Centre remain high for support for this service. 171 clients engaged were referred into our service. On average a client will engage with us 12 times whilst seeking employment. During the period, 92 refugees found employment, which is an extremely significant increase on the last period (around 304%). Whilst we are delighted for these clients, we recognise that they have mainly found employment in seasonal, lower paid work and the charity would like to explore ways in which we can assess and support new refugees to access training to improve their skills for the UK labour market. Unfortunately, this is not possible because our employment services are not currently funded as Middlesbrough Financial Inclusion Group were unable to continue funding this work in 2018/2019.

However, the board has agreed to continue financing this core work from reserves for new refugees because of a significant, valued relationship between Middlesbrough JCP, our clients, staff and volunteers. We are seeking funding as a matter of urgency to maintain and develop this vital service.

Refugee Advice Project

Funded by The Big Lottery, the charity's Refugee Advice Project continues to be in high demand in Middlesbrough, Stockton and Hartlepool. Support workers help newly recognised refugees to make benefit and housing applications and to access other forms of financial support and assistance in the 28 day window given by the Home office. This area of work continues to be hugely significant to our clients as they navigate the complex difficulties around settling in the UK.

FINANCIAL REVIEW

During the year, the balance on our unrestricted funds has improved from £82,238 at 31 March 2017 to £197,983 by the end of the year under review, including £170,474 in tangible fixed assets, cash reserves of £28,266 and other net current liabilities of £757. The trustees are pleased to report that the fundraising strategy launched in April 2015 to raise unrestricted funds has been successful and is continuing into 2019.

It remains the intention of the trustees to maintain cash-backed unrestricted funds, which are the free reserves of the charity, at an amount in excess of three months' average gross expenditure within those funds. In that gross expenditure across the unrestricted fund has been running at just over £10,000 per month, the charity had just missed this target by 31 March 2018. The trustees continue to consider ways in which they can maintain this level of unrestricted reserves in the short to medium term.

The trustees consider the overall financial position and state of affairs of the charity at the balance sheet date to be satisfactory and remain cautiously optimistic as regards the future.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Open Door (North East) is a company limited by guarantee and not having a share capital, governed by its Memorandum and Articles of Association dated 3 July 2003. It is also a charity registered with the Charity Commission. The members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the company in the event of winding up during their period of membership and within one year of their ceasing to be a member.

Appointment of Trustees

The power to appoint trustees rests with the members of the company.

Trustees' Induction and Training

Trustees are appointed based on them having the skills to manage a charity dealing with complex issues and vulnerable individuals. The trustees have induction procedures aimed at ensuring that new trustees understand their roles and obligations. As part of these procedures, trustees are encouraged to attend appropriate internal and external training events to facilitate the understanding of their roles.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

REPORT OF THE TRUSTEES/DIRECTORS
YEAR ENDED 31 MARCH 2018

REFERENCE AND ADMINISTRATIVE INFORMATION

Company Registration No:	4819153
Charity Registration No:	1099865
Registered Office:	Barrington House 41-45 Yarm Lane Stockton-on-Tees TS18 3EA
Principal Place of Business:	Melbourne House Newport Road Middlesbrough TS1 5QH
Trustees/Directors:	Mrs. M.A. Maude Mr. S.C. Rogalski Mr. R. Teferi (resigned 25.07.17) Mr. M. Kempson Dr. R. Grob
Company Secretary:	Mrs. M.A. Maude
Chief Executive:	Mr. P.H. Catterall (resigned 24.06.18) Ms. A. Lewis (appointed 25.06.18)
Accountants:	Baines Jewitt Limited Barrington House 41-45 Yarm Lane Stockton-on-Tees TS18 3EA

This report has been prepared in accordance with the Statement of Recommended Practice on "Accounting and Reporting by Charities" SORP (FRS 102) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees/directors on 20 December 2018
and signed on their behalf by:



.....
S.C. ROGALSKI
Chair of Trustees

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OPEN DOOR (NORTH EAST)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2018 which are set out on pages 7 to 15.

Responsibilities and Basis of Report

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

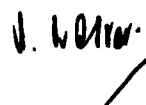
Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW).

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



Mr. J. Lester FCA
Baines Jewitt Limited
Chartered Accountants
Barrington House
41-45 Yarm Lane
Stockton-on-Tees
TS18 3EA

Dated: 20 December 2018

JL/AJD

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
INCOMING RESOURCES					
Grants and Donations	3	50,488	158,027	208,515	188,795
Charitable activities	4	61,110	-	61,110	77,992
Investment income	5	14,690	-	14,690	19
Other income		207	-	207	982
TOTAL INCOMING RESOURCES		126,495	158,027	284,522	267,788
RESOURCES EXPENDED					
Raising funds	6	778	5,349	6,127	7,912
Charitable activities	7	112,623	108,568	221,191	171,773
Other	8	7,649	2,700	10,349	-
TOTAL RESOURCES EXPENDED		121,050	116,617	237,667	179,685
Net incoming resources before transfers	9	5,445	41,410	46,855	88,103
Gross Transfers between Funds		110,300	(110,300)	-	-
Net Movement in Funds		115,745	(68,890)	46,855	88,103
Reconciliation of funds:					
Total funds brought forward	15	82,238	102,669	184,907	96,804
TOTAL FUNDS CARRIED FORWARD	15&16	197,983	33,779	231,762	184,907

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)
Company Registration Number 4819153

BALANCE SHEET

31 MARCH 2018

	Note	£	2018 £	£	2017 £
FIXED ASSETS					
Tangible assets	12		170,474		54,074
CURRENT ASSETS					
Debtors	13	12,145		11,735	
Cash at bank and in hand		62,045		129,585	
		74,190		141,320	
CREDITORS: Amounts falling due within one year	14	(12,902)		(10,487)	
NET CURRENT ASSETS			61,288		130,833
TOTAL ASSETS LESS CURRENT LIABILITIES			231,762		184,907
REPRESENTED BY:					
Unrestricted funds	15&16		197,983		82,238
Restricted funds	15&16		33,779		102,669
			231,762		184,907

The trustees are satisfied that the charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the charitable company keeps proper accounting records which comply with Sections 386 and 387 of the Companies Act 2006, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for the financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the directors and trustees on 20 December 2018 and signed on their behalf by:



S.C. ROGALSKI
 Chair of Trustees

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES

(a) Basis of Preparation

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Open Door (North East) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

(b) Income Recognition

All income is recognised once the charity has entitlement to income, there is sufficient certainty of receipt and it is probable that the income will be received, and the amount of income can be measured reliably.

Grants and Donations

- Where donors specify that the grant or donation must be used in a future accounting period, the income is deferred until those periods;
- Where donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the period in which the pre-conditions are met.

Where donors specify that grants or donations are for a particular restricted purpose, which does not amount to pre-conditions regarding entitlement, the income is included in incoming reserves within restricted funds when received.

(c) Resources Expended

Resources expended are recognised in the Statement of Financial Activities on an accruals basis, inclusive of VAT. Individual costs are allocated between the various headings in the Statement of Financial Activities by reference to their underlying nature or the reason for which those costs were incurred, on an estimated percentage basis.

(d) Unrestricted and Restricted Funds

Unrestricted funds comprise income received or generated by reference to the general objects of the charity without further specified purpose. Such funds may however be designated by the trustees for specific purposes from time to time.

Restricted funds are those donated for a specified purpose as laid down by the donor or as the result of a specific appeal or application. Such funds are kept separate from the unrestricted funds of the charity and only related expenditure is charged against them.

(e) Fixed Assets and Depreciation

Fixed assets are stated at cost less depreciation. Depreciation is calculated so as to write off the cost of an asset over the estimated useful life of that asset as follows:

Freehold property	- see note 12
Office furniture and equipment	- 15% reducing balance
Computer equipment	- 33% straight line

(f) Debtors

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

(g) Cash at Bank and in Hand

Cash at bank and cash 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.

(h) Creditors and Provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

2. LEGAL STATUS OF THE CHARITY

The charity is a private company limited by guarantee, registered in England and Wales, and has no share capital. The liability of each member in the event of winding up is limited to £10.

3. GRANTS AND DONATIONS

This comprises:	Unrestricted Funds	Restricted Funds	2018 Total	2017 Total
	£	£	£	£
Grants	15,586	158,027	173,613	164,288
Donations	34,902	-	34,902	24,507
	<u>50,488</u>	<u>158,027</u>	<u>208,515</u>	<u>188,795</u>

Of the £188,795 received in 2017 £49,230 was unrestricted funds and £139,565 was restricted funds.

The charity benefits greatly from the involvement and enthusiastic support of its many volunteers, reference to which is made in the Trustees' Report. In accordance with the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised within the accounts.

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	2018 Total	2017 Total
	£	£	£	£
Rent received	36,412	-	36,412	51,305
Property management charges	23,359	-	23,359	25,551
English language projects	1,339	-	1,339	1,136
	<u>61,110</u>	<u>-</u>	<u>61,110</u>	<u>77,992</u>

In 2017, the income from charitable activities of £77,992 was all unrestricted.

5. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	2018 Total	2017 Total
	£	£	£	£
Office rent received	14,676	-	14,676	-
Deposit account interest	14	-	14	4
Interest on gift aid tax recovery	-	-	-	15
	<u>14,690</u>	<u>-</u>	<u>14,690</u>	<u>19</u>

6. RESOURCES EXPENDED ON RAISING FUNDS

Fundraising Costs of Grants and Donations	Basis of Allocation	Unrestricted Funds	Restricted Funds	2018 Total	2017 Total
		£	£	£	£
Support costs allocated to activities					
Staff costs	Staff time	-	4,893	4,893	6,645
Premises	Floor area	382	135	517	180
Office administration and insurance	Floor area	313	321	634	447
Professional fees	Direct	-	-	-	600
Depreciation	Floor area	83	-	83	40
TOTAL EXPENDITURE ON FUNDRAISING		<u>778</u>	<u>5,349</u>	<u>6,127</u>	<u>7,912</u>

In 2017, the expenditure on raising funds was £7,912 of which £1,306 was expenditure from unrestricted funds and £6,606 was expenditure from restricted funds.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

7. EXPENDITURE ON CHARITABLE ACTIVITIES

	Basis of Allocation	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
Costs directly allocated to activities					
Staff costs	Staff time	30,104	61,925	92,029	64,763
House running expenses	Direct	34,271	-	34,271	46,820
Bad debts	Direct	767	-	767	-
Drop-in food and groceries	Direct	6,277	1,023	7,300	7,194
Gifts to refugees and asylum seekers	Direct	4,012	-	4,012	4,068
Emergency accommodation	Direct	3,953	-	3,953	4,216
Work club	Direct	1,107	-	1,107	908
Women's project	Direct	999	-	999	267
Sew2work	Direct	-	-	-	2,846
Refugee advice project	Direct	2,510	-	2,510	2,054
English language project expenses	Direct	-	-	-	791
Sundries	Direct	914	-	914	554
Depreciation	Direct	5,199	-	5,199	-
Professional fees	Direct	828	-	828	-
Support costs allocated to activities					
Staff costs	Time	-	35,319	35,319	16,927
Premises	Floor area	6,884	2,430	9,314	3,240
Office administration and insurance	Floor area	5,630	5,784	11,414	8,055
Depreciation	Floor area	1,490	-	1,490	712
Governance costs	See below	7,678	2,087	9,765	8,358
TOTAL EXPENDITURE ON CHARITABLE ACTIVITIES		112,623	108,568	221,191	171,773

In 2017, the expenditure on charitable activities was £171,773 of which £94,979 was expenditure from unrestricted funds and £76,794 was expenditure from restricted funds.

Governance Costs	Basis of Allocation	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
Governance costs allocated to activities					
Accountancy and independent examination	Direct	6,900	-	6,900	6,900
Staff costs	Staff time	-	1,631	1,631	791
Premises	Floor area	382	135	517	180
Office administration and insurance	Floor area	313	321	634	447
Depreciation	Floor area	83	-	83	40
		7,678	2,087	9,765	8,358

8. OTHER

	Basis of Allocation	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
Costs relating to sub-let property					
Premises	Direct	7,649	2,700	10,349	-

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

9. NET INCOMING RESOURCES

This is stated after charging:	2018	2017
	£	£
Trustees' emoluments (note 17)	-	-
Staff costs (note 10)	133,871	89,126
Depreciation (note 12)	6,854	792
Independent examiner's fees:		
- external scrutiny	1,600	1,600
- other costs (incl. under provision re prior year £900 (2017: £1,200))	5,300	5,300
	<u>133,871</u>	<u>89,126</u>

10. STAFF AND STAFF COSTS

At the end of the year under review, the charity employed two full-time and eight part-time members of staff (2017: one full-time and six part-time) with aggregate emoluments of £133,871 (2017: £89,126) as follows:

	2018	2017
	£	£
Gross salaries	129,300	87,369
Employer's national insurance contributions	4,015	1,757
Employer's pension costs	556	-
	<u>133,871</u>	<u>89,126</u>

No employee received remuneration of more than £60,000.

Total remuneration paid in respect of Key Management Personnel during the year was £33,198 (2017: £15,818).

11. TAXATION

The company is exempt from corporation tax on income derived from its charitable activities.

12. TANGIBLE FIXED ASSETS

	Freehold Property £	Fixtures, Fittings & Equipment £	Motor Vehicle £	Total £
Cost				
At beginning of year	49,979	9,360	-	59,339
Additions	106,803	5,651	10,800	123,254
Disposals	-	-	-	-
	<u>156,782</u>	<u>15,011</u>	<u>10,800</u>	<u>182,593</u>
Depreciation				
At beginning of year	-	5,265	-	5,265
Charge for year	2,499	1,655	2,700	6,854
On disposals	-	-	-	-
	<u>2,499</u>	<u>6,920</u>	<u>2,700</u>	<u>12,119</u>
Net Book Value				
At beginning of year	<u>49,979</u>	<u>4,095</u>	<u>-</u>	<u>54,074</u>
At end of year	<u>154,283</u>	<u>8,091</u>	<u>8,100</u>	<u>170,474</u>

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

13. DEBTORS

	2018 £	2017 £
Taxation recoverable on gift aid donations	4,539	1,524
Other debtors	6,581	9,209
Prepayments	1,025	1,002
	<u>12,145</u>	<u>11,735</u>

14. CREDITORS: Amounts falling due within one year

	2018 £	2017 £
Trade creditors and accruals	10,365	10,487
Other taxes and social security	2,537	-
	<u>12,902</u>	<u>10,487</u>

15. STATEMENT OF FUNDS

	At 1.4.17 £	Income £	Expenditure £	Transfers between Funds £	At 31.3.18 £
Unrestricted Funds	82,238	126,495	121,050	110,300	197,983
Restricted Funds:					
Asylum support project	9,237	15,000	16,111	-	8,126
Hosting/support worker	3,812	11,000	12,059	-	2,753
Apprentice	-	2,000	2,000	-	-
Van	-	12,000	-	(10,800)	1,200
Stockton & Hartlepool housing, refugee and asylum advice project	5,712	-	5,712	-	-
Refugee work club	11,727	2,070	11,343	-	2,454
Property purchase	60,000	39,500	-	(99,500)	-
Big Lottery Fund grant	11,194	37,188	33,850	-	14,532
Chief Executive Officer	987	38,269	35,542	-	3,714
Sew2work	-	1,000	-	-	1,000
Total Restricted Funds	<u>102,669</u>	<u>158,027</u>	<u>116,617</u>	<u>(110,300)</u>	<u>33,779</u>
Total Funds	<u>184,907</u>	<u>284,522</u>	<u>237,667</u>	<u>-</u>	<u>231,762</u>

Asylum support project - The charity supports individuals who find themselves destitute following the withdrawal of their asylum support by the Home Office. The destitution support project aims to assist such persons to re-engage in society by:

- providing access to a weekly food parcel at weekly drop-in sessions where a cooked meal is available;
- providing emergency accommodation to men in the emergency night shelter and to women by staying with a host family or female volunteer. As bed spaces become available, housing is provided in one of the charity's supported houses;
- helping with advice, information and guidance to support asylum seekers in making informed choices about their future;
- engaging individuals in activities, including English language classes, social events and volunteering opportunities in support of their mental, physical, emotional and spiritual wellbeing.

Funding for the support worker's salary and day-to-day running costs were received from The AB Charitable Trust.

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

15. STATEMENT OF FUNDS (continued)

Hosting/support worker - this project is an extension of our wider asylum support and places destitute clients with individuals who are prepared to open their home to destitute asylum seekers on a short-term basis. A part-time support worker is being funded by Seedbed and The Hospital of God.

Apprentice - funding was secured from Tees Valley Apprenticeship Grant for Employers (TVAGE) and Middlesbrough Financial Inclusion Group for a one year level 2 Diploma Business Administration apprenticeship in partnership with Middlesbrough Community Learning.

Van - funding was received to purchase a van to help in transporting food for the drop-in service. The remaining funds are available to cover future running costs.

Stockton & Hartlepool housing, refugee and asylum advice project - funding from the Virgin Foundation has allowed us to expand our successful refugee and asylum housing project and refugee move on and asylum advice projects from Middlesbrough into Stockton and Hartlepool.

Refugee work club - further funding has been received from Middlesbrough Borough Council to support refugees in finding employment, education or training opportunities.

Property purchase - the charity was able to purchase and refurbish two houses in central Middlesbrough for housing refugees and asylum seekers using funds already held, together with further funds gifted in the year.

The transfer to general funds reflects the capital expenditure on this project in the year.

Big Lottery Fund grant - Open Door (North East) is a partner in the 'Ariadne Project', a four-year project to support asylum seekers and refugees across Middlesbrough, Stockton-on-Tees and Hartlepool. This funding will help support housing, women's and refugee move-on work.

Chief Executive Officer - as a result of obtaining funding from the Lloyds TSB Foundation, the charity has been able to continue to employ a full-time CEO to administer the operations of the charity on a day-to-day basis.

Sew2work - the aim of the Sew2work project is to allow women to explore different opportunities for economic inclusion, including self-employment, social enterprise and co-operative working. This year support has been received from The Jill Franklin Trust, all of which has been carried forward to next year.

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted £	Restricted £	Total £
Tangible fixed assets	170,474	-	170,474
Cash at bank and in hand	28,266	33,779	62,045
Other net current liabilities	(757)	-	(757)
	<u>197,983</u>	<u>33,779</u>	<u>231,762</u>

17. TRANSACTIONS WITH TRUSTEES AND CONNECTED PERSONS

The charity was under the control of the trustees throughout the year under review.

No trustee received remuneration from or was reimbursed expenses by the charity in the year under review (2017: £nil).

Mr. P. Maude, father-in-law of trustee Mrs. M. Maude, made three (2017: three) houses available to the charity under management agreements. During the year, the charity paid rent, net of expenses (including its own management fees of £1,629 (2017: £2,541)) to Mr. Maude totalling £12,062 (2017: £16,535).

OPEN DOOR (NORTH EAST)
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

17. TRANSACTIONS WITH TRUSTEES AND CONNECTED PERSONS (continued)

Mrs. M. Maude, trustee, and her husband Mr. M. Maude, rented a property to the charity until October 2017. During the year, the charity paid rent to Mr. and Mrs. Maude totalling £2,975 (2017: £5,100). The property then became subject to a management agreement and the charity paid rent, net of expenses (including its own management fees of £176 (2017: £nil) to Mr. and Mrs. Maude totalling £2,065 (2017: £nil).

Mr. S.C. Rogalski is also a trustee of another local charity, Jubilee Church Teesside (JCT), which had the following transactions with Open Door (North East) (ODNE):

	2018 £	2017 £
Inter-company account transactions:		
Balance due (to)/from JCT to ODNE at beginning of year	2,962	(47)
Grant from JCT to ODNE	5,586	5,923
Rent from JCT to ODNE	9,996	-
Rent received by JCT on behalf of ODNE	900	-
Cash paid to JCT by ODNE	900	-
Cash received by ODNE from JCT	(1,048)	-
Costs incurred by JCT on behalf of ODNE	(17,749)	(2,914)
	<u>1,547</u>	<u>2,962</u>
Other transactions:		
ODNE rent contribution paid to JCT	-	3,600

Until July 2016, the Chief Executive of Open Door (North East) was employed by Jubilee Church Teesside and seconded part-time to Open Door. The trustees estimate the value of this part-time secondment at £nil (2017: £8,873) of which £nil (2017: £2,059) was physically borne by Open Door and is reflected in salary costs (note 10) within these accounts.

During the year under review £694 (2017: £714) was received as donations from trustees and related parties.

Other than as detailed above, there were no reportable transactions with the trustees and/or connected persons.