

REGISTERED CHARITY NUMBER: 225570

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018
FOR**

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

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FOR THE YEAR ENDED 31 DECEMBER 2018**

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ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

The trustees present their report with the financial statements of the charity for the year ended 31 December 2018. 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).

The Royal Society for the Prevention of Cruelty to Animals ("the RSPCA") was founded in 1824 and is constituted under the RSPCA Acts of 1932, 1940 and 1958 which allow the establishment of Branches of which Sheffield is one.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the Branch are to promote the work and objects of the Society, namely to promote kindness and to prevent or suppress cruelty to animals by all lawful means - with particular reference to the area of the Branch, in accordance with the policies of the Society.

The trustees have reviewed the outcomes and achievements of our objectives and activities for the year, to ensure they remain focused on our charitable aims, and continue to deliver benefits to the public. We have complied with the duty under the Charities Act 2011 to have due regard to public benefit guidance published by the Commission.

Advancement of animal welfare

Under the Charities Act 2011 the advancement of animal welfare is recognised as a distinct statutory charitable purpose. This legislation and the Animal Welfare Act of the same year indicate an acceptance by society that treating living creatures with compassion has a moral benefit for the public as a whole. Whilst this public benefit is clear, it is sometimes difficult to quantify and must be balanced against any detriment.

The Branch's animal welfare work, although local in nature, benefits society at large and also aims to help people in need with the care of their animals. The next section of this report highlights the Branch's main activities and demonstrates the benefit provided to the public. All our charitable activities, as described in more detail in the following pages of this report, focus on promoting kindness and preventing or suppressing cruelty to animals and are undertaken to further these purposes for the public benefit.

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

OBJECTIVES AND ACTIVITIES

Charitable activities pursued for the public benefit

We support our local Inspectors by taking in free of charge mistreated or abandoned animals, including pets whose owners suffer ill health or financial difficulties or pass away. We also support the whole of the inspectorate in the North Region of the country by allowing the use of 28 kennels for those dogs which are the subject of court cases. Our staff look after and rehabilitate such dogs and the Society makes a payment for these facilities. The Society's Inspectorate (as well as providing education, information and advice) rescue animals in distress and enforce laws against the cruel mistreatment of animals in England and Wales by bringing prosecutions. This work is key to 'the prevention or suppression of cruelty' part of the RSPCA objects and promotes human sentiments towards animals which involves moral benefit to humankind as a whole.

We provide subsidised spaying, neutering, vaccinations, flea and worming treatment for animals which belong to people on low incomes. We do this through our own clinic. This work helps to control dog/cat populations through neutering and to control the spread of disease through vaccinations and flea and worming treatments. It also benefits those on means tested benefits by giving them financial help to neuter, vaccinate, worm and de-flea companion animals, thereby promoting responsible pet ownership.

In 2015 it became a legal requirement for dogs to be microchipped. The Branch runs regular microchipping clinics both at the Animal Centre and at other locations around Sheffield, providing subsidised microchipping in support of responsible pet ownership.

Animals in our care receive veterinary treatment, vaccinations, neutering, microchipping and are assessed for rehoming. This work helps to control the incidence and spread of disease and suffering through vaccinations and neutering and helps us to match the animals that we re-home to suitable adopters.

We re-home animals in need to people willing and able to have a companion animal. Whilst we recognise that companion animals provide measurable benefits to people's physical and mental health, we consider the provision of pets as subsidiary to the main charitable aim of this service which is to reduce animal suffering. Our policy to charge a reasonable adoption fee for animals aims to highlight ongoing personal and financial commitment to pet ownership. It would not be in the best interests of animals, and would therefore fall outside our objects, to re-home to those who could not afford them.

We take in, free of charge, lost cats and lost rabbits and try to reunite them with their owners. This work benefits our local community by preventing animals straying and posing a risk to themselves and to people through road traffic accidents.

We offer free animal care advice by dealing with telephone enquiries and handing out leaflets. We regularly give talks to groups of people and children about the work of the RSPCA and pet ownership. The public benefits through the promotion of responsible pet ownership.

We respond to enquiries (both direct and via the Society's National Call Centre) from the public about animals locally. The public benefits from knowing that we can intervene to assist animals in need.

Within the terms of our governing document we support the Society by providing the case kennels as mentioned above. We also offer the use of our meeting rooms to the Society, other Branches and organisations in the area. We also offer the use of our clinic at reduced rates to other RSPCA Branches and animal charities in the area.

Volunteers

We provide volunteering opportunities for those who wish to support our work including trusteeship, fostering, fund raising, dog walking, home visiting, cat socialisation, shop work and administration work. All of our volunteers receive training in their various areas of work. This benefits local people and companies by providing the possibility of doing work which is compassionate and rewarding and which could give them training towards a future occupation.

ACHIEVEMENT AND PERFORMANCE

2018 has been another very busy and demanding year for the Branch. Many households in the UK continue to be stretched financially and this has again meant increased demand for the services that the Branch provides while at the same time fund raising has become more challenging as each year passes.

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

ACHIEVEMENT AND PERFORMANCE

The Branch has been in existence for many years, however, we fully appreciate that in order to continue to survive and grow we must constantly re-evaluate what we do and how we do it in order to ensure that we continue to provide the very highest standards of animal welfare and care. We are extremely lucky to have a very dedicated and determined group of staff and volunteers who support the Branch in delivering these services to the animals and people of Sheffield.

Partnerships

The Branch also recognises that to continue to survive it cannot do this alone and 2018 has seen continuing and improved partnerships between the RSPCA Sheffield Branch and several other organisations. For example:

- Blue Cross Sheffield - Blue Cross dogs requiring overnight care are transported to RSPCA Sheffield and spend the night at the Animal Centre.
- The Branch is working closely with South Yorkshire Police Safer Neighbourhood Team to facilitate using the Centre as a meeting place for local businesses to join together to discuss issues including safety, crime reduction, and mutual support.
- Improving the educational reach of the Branch for local children by supporting the RSPCA's Generation Kind Campaign. We want to help young people develop an empathy towards animals from a young age, to prevent animal cruelty from happening in the future. In response to this the RSPCA have launched an innovative new education and prevention programme, to work with millions of children, from toddlers to teens, to teach kindness, empathy and respect for animals. The Sheffield RSPCA will hold educational activities and recruit, train and support volunteer school speakers to support and increase the reach of the campaign.
- It's My Life, an organisation that provides engaging, inclusive, fun and meaningful activities for adults with complex needs, bases these from our Marjorie Coote Community Room.
- An animal welfare networking group is being set up for later in 2019 and will be led and facilitated by RSPCA Sheffield to bring together organisations and charities working to improve outcomes for animals. With a special focus for those groups which may have limited opportunities to connect with others in a similar field. The initial focus of these groups will be to share information, and learning.

Rehoming

During 2018 we re-homed 68 dogs and 278 cats. Our adoption numbers are very slightly down on last year which shows that the economic climate continues to affect the number of people who wish to commit to pet ownership and the number of animals that have become unwanted has increased for the same reason.

During 2018 the Branch has continued to pilot Trial Adoptions to try and minimise the length of time that animals are with us as well as the number of animals that are returned to us because their new homes prove to be unsuitable. This has reduced our long stays animals from 9-12 per month to around 5 per month.

Through the support that we provide to the Inspectorate in the North Region we take into our care a number of dogs that are the subject of court cases and these animals in particular often require a great deal of additional care and rehabilitation before they are ready to be re-homed. This specialist care is provided by our staff working alongside a qualified behaviourist appointed by the Branch.

Fostering

The Branch is very fortunate in having a dedicated nucleus of fosterers who help us with rabbits, small animals and hand rearing kittens and puppies. Some of our staff also undertake this work on a voluntary basis. This is an area we are keen to expand in 2019.

Veterinary care

Towards the end of 2018 we reviewed our veterinary services, and found it was necessary to scale down the services we offered to reduce costs. This resulted in the Trustees taking the difficult decision to discontinue our public clinic to enable us to continue to offer veterinary services for all the animals in our care.

Staff

Following the resignation of Tony Benham as our General Manager, the Trustees took the opportunity to review the position and appointed Diana Radford as Operations Director.

Prior to Diana taking up the role, the Branch was very fortunate to be supported by Mary McSherry from the RSPCA Doncaster, Rotherham and District Branch. The Trustees would like to thank Mary and the Trustees from the RSPCA Doncaster, Rotherham and District Branch for providing this support.

**ROYAL SOCIETY FOR THE PREVENTION OF
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**REPORT OF THE TRUSTEES
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ACHIEVEMENT AND PERFORMANCE

Tammy Wilson has been doing great work for us as our Animal Care Manager and we are very grateful for her commitment.

The Branch is very passionate about its role in providing exemplary standards of animal care. Our very dedicated animal care team is a vital part of this, and they continue to work really hard to maintain the standards that we have in place and to ensure that each animal receives the best care possible. Each animal is assessed both for good health and behaviour on arrival and staff work very hard to ensure that adoption to a suitable permanent home takes place as soon as possible for each animal.

Adam Spencer continues as our Head Receptionist and IT Manager. Adam works closely with Keely Plura, our Reception Supervisor who is also responsible for booking out the Marjorie Coote room at the Centre and this has proved to be a good source of income this year thanks to her efforts. The reception team manages adoptions and the shop as well as taking calls and meeting and greeting our visitors.

Lynne Tolley continues as our Accounts Administrator and helps us to identify areas in which money can be saved and income increased. Lynne has worked closely with Dan Hitchen, our Treasurer, and with our Accountants to ensure our finances are up to date and accurate. With the Centre, Clinic and shops, this is a very important role. Lynne has also provided invaluable support to Diana since Diana has taken up the role of Operations Director.

Our Fundraising and Office administrator, Sheena Beresford moved on to pastures new during 2018 and the Trustees would like to thank Sheena for all her hard work and dedication to the Branch.

This year we have again asked our staff to support us with fundraising and cost saving as well as their 'day jobs' and they have risen to that challenge and come up with a number of interesting and unusual ways of generating funds.

Our financial constraints do mean that we run a very tight ship and need to be very focused on providing the best in animal care with very limited funds. We would therefore like to thank all the staff at the Animal Centre for their hard work and commitment to this during the past year.

Shops

The shops are absolutely vital in supporting the work of the Branch and the regular income that they provide is essential in order to keep the Centre running.

The Trustees keep the shops under very careful review in order to ensure that they are providing the best return for the Branch and this year took the difficult decision to discontinue the shops in Crookes and the Moor due to their poor performance. Both shops closed early in 2019.

The retail warehouse was revamped and successfully relaunched and reopened as the RSCPA Second-hand Superstore in January 2019.

We continue to sell second-hand furniture as well as clothes and bric-a-brac and the Branch has two paid van drivers and volunteers to support furniture collections and deliveries to our shops.

Our eBay and online sales have been an area of focus for 2018 and continue to go from strength to strength.

Helen Cusack continued as our Area Retail Manager and the Trustees would like to thank her for her commitment and hard work during 2018. We are also supported in all the shops by many very hard working and dedicated volunteers to whom we are also very grateful.

Marketing and Promotions

In order to attract funds and encourage adoptions it is important for the Branch to maintain a strong local profile and to stay in touch with our supporters. We also need to find new and innovative ways of raising funds and to ensure that we can maintain current income streams as more and more very worthy causes appear to compete for funds. This is an area for development during 2019.

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

ACHIEVEMENT AND PERFORMANCE

Our online presence, including Facebook and Twitter, continues with regular updates on Branch activities and events being posted to both. We would particularly like to thank Tammy Wilson for all her help and support in this area.

Fund Raising

Throughout 2018 we have tried to ensure that we have at least one fund raising event each month. Our enthusiastic and committed fund raising team work really hard to arrange different events as well as ensuring that the regular favourites, such as the Summer Open Day and Christmas and Easter Fayres, are successful and help to raise much needed funds. Most of our fundraising is supported entirely through volunteer activity and we are extremely grateful for this.

Our Fundraising Co-ordinator exceeded target during 2018 raising £43,790.04, with goods added in the total value raised was £49,107.09.

The Trustees confirm that, to the best of our knowledge, our fundraising activities have complied with the Charity Commission's guidance on fundraising and that no complaints or issues have been raised during the period regarding fundraising activities.

Legacies

Unfortunately, the Branch received very few legacies during 2018. This has meant we had to review all our activities, including what we do, why we do it and just as importantly how we do it. It is vital that we run things in the most cost effective and efficient way, whilst still achieving our charitable aims. This has involved making some difficult decisions, including making redundancies, closing shops, reducing the number of Inspectorate dogs boarded and closing the clinic.

Volunteers

The Branch is heavily dependent on the help of volunteers not only for fund raising but also for home visiting, fostering, helping in the kennels and cattery, microchipping, administration, helping at the charity shops and for many other activities that keep the Branch, Animal Centre and shops running. Without our volunteers we simply could not exist, so we are extremely grateful for all the help and support we receive. We want volunteers to enjoy their time with us, feel valued, and be supported and policies are in place to ensure their safety during their time with us.

During 2018, we have enjoyed support from a number of corporate groups and students from both Sheffield Universities. This is an area that we certainly will look to expand in the following year. The trustees too are volunteers and the amount of time and commitment that the Committee has dedicated to the Branch, this year in particular, whilst we were without a General Manager and prior to appointing our Operations Director has been exemplary and often goes without recognition.

Several Trustees resigned during 2018; Kate Payton, Lindsay Jackson, Ryan Hanstock, Sandra Swift and Jayne Tory and the Trustees would like to thank them for their help and support whilst they were part of the Committee.

**ROYAL SOCIETY FOR THE PREVENTION OF
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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2018**

FINANCIAL REVIEW

The results for the year and the Charity's financial position are set out in the Statement of Financial Activities on page 12 and the Balance Sheet on page 13.

During the year, net income fell £372,487 and the Charity experienced a net deficit of £502,034 (2017 - £129,547). This movement in income is, in the main, linked to the reduction in legacies received compared with 2017, but also reflects the increasing employment costs for the Charity.

After inclusion of the Charity's 2018 performance, net funds of £5.2 million can be seen within the Charity's Balance Sheet (2017 - £5.7 million). Given the deficit for the year, the Charity's cash bank balance fell to £112,654 (2017 - £548,854).

2018 was a frustrating year with several changes to key personnel but, despite a change in the Charity's Retail Manager, income from retail operations reduced only 2% from 2017. Overall retail profits were understandably down given increased rental commitments and staff costs. The introduction of the Darnall warehouse and the expansion of our internet sales were both hoped to reverse the year on year decline in the Charity's retail sales, but growth from the Darnall warehouse in particular was hindered by personnel changes. After the warehouse relaunch in early 2019, income levels have improved significantly, and the impact of these new ventures is therefore likely to be better recognised within the 2019 year-end results.

Income from the Charity's clinic increased 53% principally due to the recovery of costs from RSPCA Head office. These recoveries were in respect of animals left under the Charity's care, and an emphasis has been placed on ensuring that these costs have been fully recovered. Income from the public clinic did however fall 11% and post year-end the difficult decision was made to cease the Charity's public clinic operations. The public clinic was not believed to be a viable activity given the Charity's current financial situation, but it is hoped that an improved variant of the public clinic can be reopened at some point in the future. Recovery of veterinary expenditure for RSPCA case animals will of course continue during 2019.

Adoption income increased 10% from that achieved in 2017, this is despite adoption numbers being slightly less from those reached in 2017. This increase can be attributed to improvements in adoption pricing, resulting in prices in line with amounts charged by other Charities.

Focusing solely on the Charity's expenses, as previously referenced, rental payments increased following the introduction of the larger Darnall outlet. Developments in the living wage along with adjustments to the staff salary structure had an impact on the Charity's total salary costs for the 2018 year. The Trustees have continued to closely monitor the Charity's expenditure following a major cost cutting exercised in 2016, and 2019 has already seen significant changes linked to generating efficiencies and ensuring effective use of the Charity's resources.

The Charity continues to focus on increasing income levels as well as improving the profile within the local area. Circumstances have prevented income generating changes from being proven in the 2018 financial results, but improvements in shop sales, adoption income and other charitable income, linked to changes made in 2018, are expected within the 2019 year end results.

Going concern

Considering the level of funds at the year end, it is not known if operating costs will be covered for the next 12 months. The Trustees are therefore taking considerable care to monitor the cash position and amounts of legacies expected throughout the 2019 year, while also continuing with various revenue generating and cost saving initiatives.

Reserves policy

The Branch holds reserves in order that levels of service provided for animal welfare may be maintained should there be a reduction in incoming resources. Reserves in this context mean funds that are freely available for the Branch's general purposes after all commitments have been met.

We continue with 12 months of the operating costs as our reserve target, however, we recognise the demand for animal welfare is increasing and we will achieve a balance between prudence and providing the maximum care for animals in the Sheffield area.

ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

FINANCIAL REVIEW

Investment policy

Investment with low levels of risk appropriate to a charity is agreed with and managed by Investec Wealth & Investment Limited and reviewed annually.

FUTURE PLANS

Without doubt 2019 will continue to offer up difficult challenges for the Branch. We will continue to review and evolve our activities in order to ensure that we are able to provide the very highest standards of animal welfare and care and to not only ensure the survival of the Branch but to grow and improve everything that we do.

Some of our main areas of focus for 2019 will be:

- Increase in foster carers - to provide opportunities for the animals in our care to be fostered in a safe, loving home environment. In addition, we want to grow a community of people who can use this as a way to become more actively involved in animal welfare. We also want to recognise the significant benefits caring for animals can have in areas including mental health, reducing isolation and physical activity and want our foster carers and their families to enjoy these benefits through their active involvement in animal foster care.
- Maintenance of the Animal Centre - the Branch has successfully applied for a grant from the regional RSPCA which will fund a series of Animal Centre improvements including improved security and maintenance of animal care facilities.
- Increase in volunteers - a new Volunteering and Business Manager will be appointed with a key focus on volunteer recruitment and support.
- Improved customer service and income generation - a new Customer Service and Business Manager will be appointed
- Redesign areas of retail sector - a new shop in Broomhill will be opening in June 2019 selling both new and second-hand goods.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The RSPCA Sheffield Branch is governed by the Royal Society for the Prevention of Cruelty to Animals rules for branches (as updated in 2012).

Charity constitution

The RSPCA Sheffield Branch is an unincorporated charitable association and a separately registered branch of the Royal Society for the Prevention of Cruelty to Animals, carrying out its direct animal welfare work in the Sheffield area.

Recruitment and appointment of new trustees

A Committee, elected at the AGM, governs the Branch and members of the Committee are Trustees of the Branch. The committee must consist of no less than seven or more than fourteen elected members. The elected committee can co-opt no more than three persons who shall be members of the Branch Committee until the next Annual General Meeting and who are eligible to be appointed officers of the Branch.

The trustees of the Branch were incorporated under the Charities Act 2011. This does not affect the liability of the trustees nor the constitution of the Branch but it does enable contracts to be entered into and property to be held in the name of the incorporated body.

Organisational structure

The trustees hold monthly meetings at which decisions are made. Day to day running of the Branch is delegated to the Operations Director.

Induction and training of new trustees

All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. In addition all new trustees attend a training day as part of their induction.

Related parties

As described above, the charity operates as a branch of the Royal Society for the Prevention of Cruelty to Animals. Details of transactions with the National RSPCA are set out in note 20.

**ROYAL SOCIETY FOR THE PREVENTION OF
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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2018**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees actively review the risks which the charity faces on a regular basis through consultation with the Operations Director and regular meetings of the trustees that cover operational and financial reviews. The trustees also examine other operational and business risks which the Branch face and confirm that they have established systems to mitigate the significant risks, which have been identified as:

- loss of reputation through error or fraud;
- loss of income through error or fraud;
- insufficient trustees for the Branch to continue;
- insufficient funds to cover the costs of animal welfare activities;
- insufficient funds to run the Animal Centre and Clinic;
- the continuing reduction in legacy income.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

225570

Principal address

2 Stadium Way
Attercliffe
Sheffield
South Yorkshire
S9 3HN

Trustees

D J White		
G Thompson		
S Parkin		
D Hitchen		
P Galloway		
R Hanstock	Co-opted	- resigned 2/6/18
L Wilcox		
K Payton		- resigned 6/9/18
S Swift		- resigned 26/11/18
L Jackson	Co-opted	- appointed 2/6/18, resigned 1/1/19
J Tory	Co-opted	- appointed 20/8/18, resigned 25/2/19

Senior staff

D Radford, Operations Director
T Wilson, Animal Care Manager

Auditors

Marriott Gibbs Rees Wallis Limited
Statutory Auditor
13-17 Paradise Square
Sheffield
South Yorkshire
S1 2DE

Solicitors

Lewis Francis Blackburn Bray
14-16 Paradise Square
Sheffield
S1 2DE

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2018**

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

Barclays Bank Plc
Sheffield City Office
P O Box 43
14 Commercial Street
Sheffield
S1 2AT

Unity Trust Bank Plc
Nine Brindleyplace
Birmingham
B1 2HB

Investment Advisor

Investec Wealth & Investment Limited
Beech House
Napier Street
Sheffield
S11 8HA

Veterinary

Peak Vets
36 Olivet Road
Sheffield
S8 8QS

STATEMENT OF TRUSTEES RESPONSIBILITIES


The trustees 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).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on19.6.19..... and signed on its behalf by:


.....
S Parkin - Trustee

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

Opinion

We have audited the financial statements of Royal Society for the Prevention of Cruelty to Animals (Sheffield Branch) (the 'charity') for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2018 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 charity 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.

Material uncertainty related to going concern

We draw attention to Note 2 of the financial statements, which refers to the trustees' consideration of the uncertainties surrounding going concern and concludes that a material uncertainty exists that may cast doubt on the charity's ability to continue as a going concern.

Our opinion is not modified in respect of this matter.

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.

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 financial statements ; or
- sufficient accounting records have not been kept; or
- the 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.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees are responsible for the preparation of the financial statements which 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.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
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Responsibilities of trustees

In preparing the financial statements, the trustees are responsible for assessing the charity'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 charity 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 charity'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 charity'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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Marriott Gibbs Rees Wallis Limited

Marriott Gibbs Rees Wallis Limited

Statutory Auditor

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

13-17 Paradise Square

Sheffield

South Yorkshire

S1 2DE

Date: 19 June 2019

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	146,746	-	146,746	395,461
Charitable activities	6				
Animal shelter		134,699	-	134,699	128,535
Clinic		57,644	-	57,644	37,641
Other trading activities	4	373,907	-	373,907	381,968
Investment income	5	3,738	-	3,738	3,654
Other income		19,485	-	19,485	17,383
Total		736,219	-	736,219	964,642
EXPENDITURE ON					
Raising funds	7	371,421	-	371,421	334,255
Charitable activities	8				
Animal shelter		667,306	67,064	734,370	667,984
Clinic		116,188	-	116,188	98,912
Total		1,154,915	67,064	1,221,979	1,101,151
Net gains/(losses) on investments		(16,274)	-	(16,274)	6,962
NET INCOME/(EXPENDITURE)		(434,970)	(67,064)	(502,034)	(129,547)
RECONCILIATION OF FUNDS					
Total funds brought forward		2,062,996	3,602,651	5,665,647	5,795,194
TOTAL FUNDS CARRIED FORWARD		1,628,026	3,535,587	5,163,613	5,665,647

The notes form part of these financial statements

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**BALANCE SHEET
AT 31 DECEMBER 2018**

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
FIXED ASSETS					
Tangible assets	14	1,384,124	3,535,587	4,919,711	4,967,139
Investments	15	<u>100,297</u>	<u>-</u>	<u>100,297</u>	<u>117,105</u>
		1,484,421	3,535,587	5,020,008	5,084,244
CURRENT ASSETS					
Stocks	16	35,089	-	35,089	39,616
Debtors	17	68,697	-	68,697	60,060
Cash at bank and in hand		<u>112,654</u>	<u>-</u>	<u>112,654</u>	<u>548,854</u>
		216,440	-	216,440	648,530
CREDITORS					
Amounts falling due within one year	18	(72,835)	-	(72,835)	(67,127)
NET CURRENT ASSETS		<u>143,605</u>	<u>-</u>	<u>143,605</u>	<u>581,403</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,628,026</u>	<u>3,535,587</u>	<u>5,163,613</u>	<u>5,665,647</u>
NET ASSETS		<u>1,628,026</u>	<u>3,535,587</u>	<u>5,163,613</u>	<u>5,665,647</u>
FUNDS	20				
Unrestricted funds				1,628,026	2,062,996
Restricted funds				<u>3,535,587</u>	<u>3,602,651</u>
TOTAL FUNDS				<u>5,163,613</u>	<u>5,665,647</u>

The financial statements were approved by the Board of Trustees on 19.6.19 and were signed on its behalf by:


.....
S Parkin -Trustee

The notes form part of these financial statements

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	2018 £	2017 £
Cash flows from operating activities:			
Cash generated from operations	1	(370,329)	(49,883)
Finance costs		<u>(1,623)</u>	<u>(1,361)</u>
Net cash provided by (used in) operating activities		<u>(371,952)</u>	<u>(51,244)</u>
 Cash flows from investing activities:			
Purchase of tangible fixed assets		(68,520)	(22,770)
Purchase of fixed asset investments		(152,486)	(251)
Sale of fixed asset investments		153,020	684
Interest received		636	312
Dividends received		<u>3,102</u>	<u>3,342</u>
Net cash provided by (used in) investing activities		<u>(64,248)</u>	<u>(18,683)</u>
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		(436,200)	(69,927)
Cash and cash equivalents at the beginning of the reporting period		<u>548,854</u>	<u>618,781</u>
 Cash and cash equivalents at the end of the reporting period		<u><u>112,654</u></u>	<u><u>548,854</u></u>

The notes form part of these financial statements

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2018**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2018 £	2017 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(502,034)	(129,547)
Adjustments for:		
Depreciation charges	115,492	116,119
Losses/(gain) on investments	16,274	(6,962)
Loss on disposal of fixed assets	456	1,036
Interest received	(636)	(312)
Finance costs	1,623	1,361
Dividends received	(3,102)	(3,342)
Decrease/(increase) in stocks	4,527	(7,274)
Increase in debtors	(8,637)	(25,399)
Increase in creditors	<u>5,708</u>	<u>4,437</u>
Net cash provided by (used in) operating activities	<u>(370,329)</u>	<u>(49,883)</u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 Charities Act 2011. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The presentation currency of the financial statements is the Pound Sterling (£).

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.

Grants and donations

Grants and donations are only included in the Statement of Financial Activities when the general income recognition criteria are met. The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Legacies

Legacies are included in the Statement of Financial Activities when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Activities for generating funds

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

Income from interest, dividends and commission

Investment income is recognised when receipt is probable and the amount receivable can be measured reliably.

Incoming resources from charitable activities

Incoming resources from charitable activities are recognised when received, apart from boarding income which is included when an invoice is raised.

Donated assets and goods for resale

Donated goods for resale are included when those goods are sold. Material donations of assets for use by the society are included in donations at fair value in accordance with the SORP and recognised on receipt.

Other incoming resources

Solar power income is recognised as earned.

Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES - continued

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.

Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

Charitable activities

Costs of charitable activities comprises those costs incurred by the charity in the operation and maintenance of the Sheffield Animal Centre. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage. Support costs represent the management and administration costs rather than the direct costs of running the Animal Centre.

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at the following annual rates calculated to write off the cost less residual value of each asset over its estimated useful economic life or, if held under a finance lease, over the lease term, whichever is the shorter.

Asset class	Depreciation method and rate
Freehold property	2% on cost of buildings. Land is not depreciated.
Plant and machinery	33% on cost of computer equipment and 20% on cost of other assets.
Motor vehicles	20% on cost.

Tangible fixed assets are capitalised if they can be used for more than one year, irrelevant of value.

Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end.

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Irrecoverable VAT is analysed separately and is charged to the statement of financial activities when the expenditure to which it relates is incurred.

Tax recovered from voluntary income received under gift aid is recognised when the related income is receivable and is allocated to the income category to which the income relates.

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

1. ACCOUNTING POLICIES - continued

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

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

2. CRITICAL ACCOUNTING JUDGEMENTS - GOING CONCERN

The trustees have assessed whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

The trustees made this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that there are material uncertainties about the charity's ability to continue as a going concern after considering the following:

- the net expenditure of £502,034 for the year ended 31 December 2018;
- the reduction in cash at bank and in hand of £436,200 during the year;
- the level of unrestricted liquid reserves of £108,516 excluding investments at the year end; and
- the reliance on donations and legacy income, the receipt of which, cannot be guaranteed or budgeted for.

The trustees have implemented plans to reduce costs and increase income to improve the charity's financial situation. The trustees are closely monitoring the charity's financial situation and have sold its investments to improve liquidity. Contingency plans have been made should the liquidity deteriorate further.

In the trustees opinion the charity is currently a going concern and will be able to overcome its cashflow difficulties. Consequently, the financial statements have been prepared on a going concern basis.

3. DONATIONS AND LEGACIES

	2018	2017
	£	£
Donations	94,259	98,189
Legacies	32,738	284,171
Grants	19,200	12,500
Subscriptions	549	601
	<u>146,746</u>	<u>395,461</u>

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

4. OTHER TRADING ACTIVITIES

	2018	2017
	£	£
Easter, summer and christmas fayres	10,976	13,546
Shop income	283,531	288,532
Social lotteries	2,665	3,209
Staff fundraising	-	604
Other fundraising events	16,708	18,155
Collection boxes	2,649	2,766
Recycling	301	463
Pet food shop	20,581	21,268
Rental income	36,496	33,425
	<u>373,907</u>	<u>381,968</u>

5. INVESTMENT INCOME

	2018	2017
	£	£
Income from listed investments	3,102	3,342
Interest on cash deposits	636	312
	<u>3,738</u>	<u>3,654</u>

6. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2018	2017
		£	£
Shop sales	Animal shelter	3,984	3,725
Adoptions	Animal shelter	34,323	31,075
Inspectors boarding fees	Animal shelter	69,482	69,802
Commissions	Animal shelter	14,912	15,875
Sundry receipts	Animal shelter	11,998	8,058
Income from clinic	Clinic	57,644	37,641
		<u>192,343</u>	<u>166,176</u>

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

7. RAISING FUNDS

Other trading activities

	2018	2017
	£	£
Purchases	22,950	23,588
Staff costs	189,087	162,408
Hire of plant and machinery	4,262	5,229
Fundraising costs	4,171	5,320
Rent	72,405	65,737
Rates	7,440	6,386
Light and heat	7,766	6,163
Insurance	584	1,340
Waste disposal	3,054	1,222
Repairs and renewals	5,584	5,622
Telephone	2,109	1,897
Printing, postage and stationery	13,905	12,273
Sundries	6,696	6,332
Motor expenses	3,119	2,493
Legal and professional fees	1,150	1,741
Bank charges	2,788	693
Depreciation	4,500	7,125
Loss on sale of assets	456	1,036
Support costs	17,980	17,080
	<u>370,006</u>	<u>333,685</u>

Investment management costs

	2018	2017
	£	£
Portfolio management	<u>1,415</u>	<u>570</u>
Aggregate amounts	<u>371,421</u>	<u>334,255</u>

8. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs	Support costs (See note 9)	Totals
	£	£	£
Animal shelter	572,549	161,821	734,370
Clinic	<u>116,188</u>	-	<u>116,188</u>
	<u>688,737</u>	<u>161,821</u>	<u>850,558</u>

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

9. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Other trading activities	17,242	162	576	17,980
Animal shelter	<u>155,182</u>	<u>1,461</u>	<u>5,178</u>	<u>161,821</u>
	<u>172,424</u>	<u>1,623</u>	<u>5,754</u>	<u>179,801</u>

10. AUDITORS' REMUNERATION

	2018 £	2017 £
Fees payable to the charity's auditors for the audit of the charity's financial statements	<u>5,754</u>	<u>5,904</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2018 nor for the year ended 31 December 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2018 nor for the year ended 31 December 2017.

12. STAFF COSTS

	2018 £	2017 £
Wages and salaries	606,918	526,546
Social security costs	32,068	24,456
Other pension costs	<u>4,900</u>	<u>1,526</u>
	<u>643,886</u>	<u>552,528</u>

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

	2018	2017
Animal centre	21	17
Charity shops	16	16
Management and administration	<u>11</u>	<u>11</u>
	<u>48</u>	<u>44</u>

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

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	395,461	-	395,461
Charitable activities			
Animal shelter	128,535	-	128,535
Clinic	37,641	-	37,641
Other trading activities	381,968	-	381,968
Investment income	3,654	-	3,654
Other income	17,383	-	17,383
Total	964,642	-	964,642
EXPENDITURE ON			
Raising funds	334,255	-	334,255
Charitable activities			
Animal shelter	600,272	67,712	667,984
Clinic	98,912	-	98,912
Total	1,033,439	67,712	1,101,151
Net gains/(losses) on investments	6,962	-	6,962
NET INCOME/(EXPENDITURE)	(61,835)	(67,712)	(129,547)
RECONCILIATION OF FUNDS			
Total funds brought forward	2,124,831	3,670,363	5,795,194
TOTAL FUNDS CARRIED FORWARD	<u>2,062,996</u>	<u>3,602,651</u>	<u>5,665,647</u>

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018

14. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Motor vehicles £	Totals £
Cost				
At 1 January 2018	5,912,498	126,617	14,590	6,053,705
Additions	53,760	5,962	8,798	68,520
Disposals	-	(15,906)	(3,600)	(19,506)
At 31 December 2018	<u>5,966,258</u>	<u>116,673</u>	<u>19,788</u>	<u>6,102,719</u>
Depreciation				
At 1 January 2018	976,964	98,309	11,293	1,086,566
Charge for year	100,608	11,513	3,371	115,492
Eliminated on disposal	-	(15,450)	(3,600)	(19,050)
At 31 December 2018	<u>1,077,572</u>	<u>94,372</u>	<u>11,064</u>	<u>1,183,008</u>
Net book value				
At 31 December 2018	<u>4,888,686</u>	<u>22,301</u>	<u>8,724</u>	<u>4,919,711</u>
At 31 December 2017	<u>4,935,534</u>	<u>28,308</u>	<u>3,297</u>	<u>4,967,139</u>

Included in cost or valuation of land and buildings is freehold land of £917,939 (2017 - £917,939) which is not depreciated.

15. FIXED ASSET INVESTMENTS

	Listed investments £	Cash and settlements pending £	Totals £
Market value			
At 1 January 2018	117,818	(713)	117,105
Additions	73,690	78,796	152,486
Disposals	(77,971)	(75,049)	(153,020)
Revaluations	(16,274)	-	(16,274)
At 31 December 2018	<u>97,263</u>	<u>3,034</u>	<u>100,297</u>
Net book value			
At 31 December 2018	<u>97,263</u>	<u>3,034</u>	<u>100,297</u>
At 31 December 2017	<u>117,818</u>	<u>(713)</u>	<u>117,105</u>

There were no investment assets outside the UK.

16. STOCKS

	2018 £	2017 £
Stocks	<u>35,089</u>	<u>39,616</u>

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	23,225	18,782
Other debtors	<u>45,472</u>	<u>41,278</u>
	<u>68,697</u>	<u>60,060</u>

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	49,169	49,716
Taxation and social security	9,953	7,471
Other creditors	<u>13,713</u>	<u>9,940</u>
	<u>72,835</u>	<u>67,127</u>

19. LEASING AGREEMENTS

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

	2018 £	2017 £
Within one year	42,193	39,860
Between one and five years	<u>98,840</u>	<u>90,783</u>
	<u>141,033</u>	<u>130,643</u>

20. MOVEMENT IN FUNDS

	At 1/1/18 £	Net movement in funds £	At 31/12/18 £
Unrestricted funds			
General fund	2,062,996	(434,970)	1,628,026
Restricted funds			
Rebuild appeal	3,601,391	(67,034)	3,534,357
Max fund/Petes dream	<u>1,260</u>	<u>(30)</u>	<u>1,230</u>
	<u>3,602,651</u>	<u>(67,064)</u>	<u>3,535,587</u>
TOTAL FUNDS	<u>5,665,647</u>	<u>(502,034)</u>	<u>5,163,613</u>

ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018

20. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	736,219	(1,154,915)	(16,274)	(434,970)
Restricted funds				
Rebuild appeal	-	(67,034)	-	(67,034)
Max fund/Petes dream	-	(30)	-	(30)
	-	(67,064)	-	(67,064)
TOTAL FUNDS	<u>736,219</u>	<u>(1,221,979)</u>	<u>(16,274)</u>	<u>(502,034)</u>

Comparatives for movement in funds

	At 1/1/17 £	Net movement in funds £	At 31/12/17 £
Unrestricted Funds			
General fund	2,124,831	(61,835)	2,062,996
Restricted Funds			
Rebuild appeal	3,668,425	(67,034)	3,601,391
Max fund/Petes dream	1,290	(30)	1,260
Frozen paws appeal	648	(648)	-
	3,670,363	(67,712)	3,602,651
TOTAL FUNDS	<u>5,795,194</u>	<u>(129,547)</u>	<u>5,665,647</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	964,642	(1,033,439)	6,962	(61,835)
Restricted funds				
Frozen paws appeal	-	(648)	-	(648)
Rebuild appeal	-	(67,034)	-	(67,034)
Max fund/Petes dream	-	(30)	-	(30)
	-	(67,712)	-	(67,712)
TOTAL FUNDS	<u>964,642</u>	<u>(1,101,151)</u>	<u>6,962</u>	<u>(129,547)</u>

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

20. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/1/17 £	Net movement in funds £	At 31/12/18 £
Unrestricted funds			
General fund	2,124,831	(496,805)	1,628,026
Restricted funds			
Rebuild appeal	3,668,425	(134,068)	3,534,357
Max fund/Petes dream	1,290	(60)	1,230
Frozen paws appeal	648	(648)	-
	<u>3,670,363</u>	<u>(134,776)</u>	<u>3,535,587</u>
TOTAL FUNDS	<u>5,795,194</u>	<u>(631,581)</u>	<u>5,163,613</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,700,861	(2,188,354)	(9,312)	(496,805)
Restricted funds				
Rebuild appeal	-	(134,068)	-	(134,068)
Max fund/Petes dream	-	(60)	-	(60)
Frozen paws appeal	-	(648)	-	(648)
	<u>-</u>	<u>(134,776)</u>	<u>-</u>	<u>(134,776)</u>
TOTAL FUNDS	<u>1,700,861</u>	<u>(2,323,130)</u>	<u>(9,312)</u>	<u>(631,581)</u>

The unrestricted funds are available to be spent for any of the purposes of the charity.

The rebuild appeal fund was set up when the charity had to relocate and is represented by the Animal Centre.

Max fund/Petes dream was set up in 2009 to collect donations for an operation on Max the German Shepherd and was also used to build the dog path, which is how the balance on the fund is represented.

The frozen paws appeal was set up in 2016 to cover the initial cost and subsequent maintenance of a new central heating system.

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2018**

21. RELATED PARTY DISCLOSURES

During the year the charity purchased goods from the National RSPCA amounting to £14,236 (2017 - £24,852). At 31 December 2018 the amount owed to the National RSPCA was £2,026 (2017 - £3,662).

During the year the charity also provided services to the National RSPCA amounting to £97,366 (2017 - £89,543). At 31 December 2018 the amount owed from the National RSPCA was £7,781 (2017 - £10,373).

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2018**

	2018 £	2017 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	94,259	98,189
Legacies	32,738	284,171
Grants	19,200	12,500
Subscriptions	<u>549</u>	<u>601</u>
	146,746	395,461
Other trading activities		
Easter, summer and christmas fayres	10,976	13,546
Shop income	283,531	288,532
Social lotteries	2,665	3,209
Staff fundraising	-	604
Other fundraising events	16,708	18,155
Collection boxes	2,649	2,766
Recycling	301	463
Pet food shop	20,581	21,268
Rental income	<u>36,496</u>	<u>33,425</u>
	373,907	381,968
Investment income		
Income from listed investments	3,102	3,342
Interest on cash deposits	<u>636</u>	<u>312</u>
	3,738	3,654
Charitable activities		
Shop sales	3,984	3,725
Adoptions	34,323	31,075
Inspectors boarding fees	69,482	69,802
Commissions	14,912	15,875
Sundry receipts	11,998	8,058
Income from clinic	<u>57,644</u>	<u>37,641</u>
	192,343	166,176
Other income		
Solar power	<u>19,485</u>	<u>17,383</u>
Total incoming resources	736,219	964,642
EXPENDITURE		
Other trading activities		
Purchases	22,950	23,588
Wages	179,320	157,452
Carried forward	<u>202,270</u>	<u>181,040</u>

This page does not form part of the statutory financial statements

**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2018**

	2018 £	2017 £
Other trading activities		
Brought forward	202,270	181,040
Social security	8,786	4,828
Pensions	981	128
Hire of plant and machinery	4,262	5,229
Fundraising costs	4,171	5,320
Rent	72,405	65,737
Rates	7,440	6,386
Light and heat	7,766	6,163
Insurance	584	1,340
Waste disposal	3,054	1,222
Repairs and renewals	5,584	5,622
Telephone	2,109	1,897
Printing, postage and stationery	13,905	12,273
Sundries	6,696	6,332
Motor expenses	3,119	2,493
Legal and professional fees	1,150	1,741
Bank charges	2,788	693
Plant and machinery	4,500	7,125
Loss on sale of tangible fixed assets	456	1,036
	352,026	316,605
Investment management costs		
Portfolio management	1,415	570
Charitable activities		
Wages	272,548	218,955
Social security	14,498	10,942
Pensions	2,488	810
Hire of plant and machinery	3,836	4,176
Rates and water	15,874	15,299
Insurance	4,308	4,214
Light and heat	23,904	36,286
Telephone	2,833	3,424
Printing, postage and stationery	5,486	6,258
Advertising	1,019	695
Sundries	29,225	17,113
Drugs and medical supplies	41,720	31,311
Identichips	446	1,201
Supplies, equipment and food	32,793	32,877
Veterinary fees	72,676	64,737
Travelling	2,398	2,106
Waste disposal	8,030	10,108
Repairs and renewals	22,278	26,465
Unrecoverable VAT	5,131	3,696
Behaviourist	720	1,230
Cleaning	10,455	8,498
Motor expenses	5,079	3,781
Freehold property	100,608	99,806
Carried forward	678,353	603,988

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**ROYAL SOCIETY FOR THE PREVENTION OF
CRUELTY TO ANIMALS (SHEFFIELD BRANCH)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2018**

	2018 £	2017 £
Charitable activities		
Brought forward	678,353	603,988
Plant and machinery	7,013	6,570
Motor vehicles	<u>3,371</u>	<u>2,618</u>
	688,737	613,176
Support costs		
Management		
Wages	155,050	150,139
Social security	8,784	8,686
Pensions	1,431	588
Legal and professional fees	<u>7,159</u>	<u>4,122</u>
	172,424	163,535
Finance		
Bank charges	1,623	1,361
Governance costs		
Auditors' remuneration	<u>5,754</u>	<u>5,904</u>
Total resources expended	<u>1,221,979</u>	<u>1,101,151</u>
Net expenditure before gains and losses	(485,760)	(136,509)
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	<u>(16,274)</u>	<u>6,962</u>
Net expenditure	<u>(502,034)</u>	<u>(129,547)</u>

ASSISTANT DIRECTOR FIELD OPERATIONS (NORTH)

ANNUAL REPORT 2018

2018 was once again a challenging year for the RSPCA and despite the best endeavours of all our volunteers, trustees and staff whether in branches or working for the national Society there was still a huge demand for our services.

Last year saw the appointment of Chris Sherwood as the Society's new Chief Executive and he has embarked on his new role with enthusiasm, knowledge and a passion for both animal and people welfare that is fantastic to see. In his first week in the job he spent two days touring branch and society establishments in the North and has since visited the region on numerous occasions.

Since his appointment the new CE supported by members of Council has focussed on the need to address the governance issues highlighted by the Charity Commission and the forthcoming national AGM will see members given the opportunity to vote on far reaching reforms to the Society's governance and structure. These changes will better equip the Society to tackle some of the strategic challenges we face in delivering animal welfare.

The RSPCA inspectorate remains at the forefront of the Society's work to prevent cruelty and promote kindness; supported by our network of local branches, animal centres (both domestic and equine), wildlife centres, clinics and hospitals.

Last year was again a busy year for branches across the North region. The 52 RSPCA branches and 1 RSPCA trust (Radcliffe-on-Trent) that cover the region accepted 13,828 animals (16,052 in 2017) into their care, of these 7,723 animals or 55.8% of the total animals accepted (9,274 or 57.8% in 2017) were the most vulnerable animals as identified by our Inspectorate.

Nationally, branches were again challenged to ensure that at least 40% of the animals they accepted during the year were from the inspectorate so that sick, injured, abandoned or abused animals were given the best chance of rehabilitation and rehoming.

Branches in the North Region once again massively exceeded this target and are to be thanked and congratulated on this fantastic achievement.

Some 11,466 animals were rehomed by the branch network in same period (a decrease of 1,373 animals or 10.7% on the previous year). However, as the majority of the animals accepted come from the Inspectorate there will, inevitably, be a decrease in the number rehomed as the focus rightly turns towards the successful rehabilitation of the most vulnerable animals in our care.

In addition to rehoming thousands of animals, branches and regional boards continue to undertake a huge amount of proactive welfare work. Last year 5,654 owned animals were neutered, 2,694 were microchipped and assisted veterinary treatment was provided to a further 11,870 animals.

Despite these notable successes, the year was not without its difficulties and branches continue to struggle to raise the funds necessary to finance their work.

During 2018 volunteers and staff at the RSPCA Preston & District Branch, supported by RSPCA Council trustees and regional staff, worked hard to prepare Preston animal centre for its successful re-opening in March 2019.

Sadly the year ahead will see the closure of the RSPCA Liverpool Branch animal centre after a long and successful history. The re-designation of the site for residential development by the local authority, combined with ongoing financial difficulties, mean that the centre will close its doors for the final time at the end of May. The centre and staff will be much missed. We wish everyone well for the future and look forward to working with the Branch Trustees as they plan for the future.

The two regional animal centres & one cattery (Felledge [domestic & equine], Great Ayton [domestic] and Stapeley Grange [cattery]) continue to put animal welfare and support for the inspectorate first and during the year the regional animal centres/cattery accepted 297 dogs, 684 cats, 66 rabbits, 363 miscellaneous animals and 73 equines.

The centres/cattery rehabilitated and rehomed 88 dogs, 527 cats, 45 rabbits, 155 miscellaneous animals and 48 equines during the year.

In 2018 Stapeley Grange wildlife centre experienced its busiest year to date with 6658 wild, exotic and domestic animals admitted into the wildlife hospital. Of these 6326 were wildlife, 296 domestics and 36 were exotics. The top five species admitted were wood pigeon (837), mallard duck (618), hedgehog (607), herring gull (346) and blackbird (307).

The boarding of equines continued to be a huge drain on expenditure and the equine welfare operations manager has ensured that we were able to monitor and manage the boarding of RSPCA animals in private boarding establishments (PBEs) much more closely. Last year a total of 310 equines were accepted from the inspectorate and placed into private boarding establishments in the region and 31 were adopted direct from the PBEs.

The Greater Manchester Animal Hospital (GMAH) continues to provide a service to clients on means tested benefits, but is increasingly focusing its support towards RSPCA animals (whether from the inspectorate, animal centres or branches) and the veterinary triage of animals from the inspectorate before these are moved into branches or regional animal centres for rehabilitation and rehoming.

The Greater Manchester Animal Hospital remains the busiest clinical establishment within the RSPCA with higher inpatient and outpatient workloads than any other hospital. Last year GMAH undertook 25,261 treatments (6,891 inpatients & 18,370 outpatients) of these 7,678 or 30.4% (3,423 inpatients & 4,255 outpatients) were for RSPCA animals.

GMAH also performed more neuters (2,333), vaccinations (4,845), microchipping (1,402) than the six other hospitals and clinics and was second only to Harmsworth in the number of operations completed (1,097).

The regional networking team, which operates from Leeds regional HQ, was responsible for moving some 2385 inspectorate animals (753 dogs, 677 cats, 163 rabbits and 792 miscellaneous animals) from private boarding into RSPCA establishments during 2018. This not only reduced the amount of charity money paid to private boarding establishments but more importantly ensured that the most vulnerable animals were in the best place for rehabilitation and eventual rehoming ie in RSPCA care.

As can be seen whether in branches, regional centres or hospitals our trustees, staff and volunteers have continued to rescue, rehabilitate and rehome a huge number of animals and this is something of which we can all be justifiably proud.

Thank you.

James Stevens
Assistant Director Field Operations (North)

DO NOT FORGET

**WE RECEIVE NO FINANCIAL ASSISTANCE FROM THE NATIONAL RSPCA
WE ARE TOTALLY SELF-FUNDING**

BEQUESTS

One of the Branch's most valuable sources of income is bequests. If you are thinking of remembering us in your will, please make sure that your bequest states clearly that you wish to benefit the Sheffield Branch and that you quote our Charity Number. All the information you need is given below. If you do not give this information, your bequest will go automatically to the National Society and local animals, through your local Branch and Animal Shelter, will not benefit from your kindness. If you need any further assistance our Hon Chairman, Mrs Sally Parkin, will be happy to help.

Our official name and address are:

RSPCA
(Sheffield Branch)
2 Stadium Way
Attercliffe
Sheffield
S9 3HN

Telephone (0114) 289 8050

Registered Charity No. 225570

