

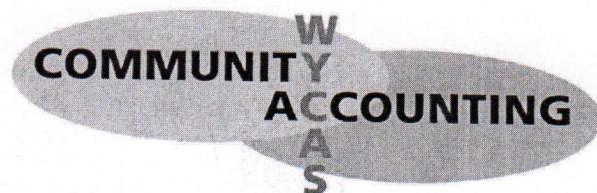
Hope Housing (Bradford) LTD

Charity number 1132349

A company limited by guarantee number 6911577

Annual Report and Financial Statements

for the year ended 31 May 2017



West Yorkshire Community Accounting Service

Hope Housing (Bradford) LTD

Annual Report and Financial Statements for the year ended 31 May 2017

Contents	Page
Trustees' report	2 to 5
Examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 to 13

Prepared by West Yorkshire Community Accounting Service

Hope Housing (Bradford) LTD

Trustees' report for the year ended 31 May 2017

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
James Clayton	Chair	
June Dennis		
Hannah Stickland		
Adam Syrop	Secretary	Resigned September 2017
Ian Tomlinson		Resigned January 2018
John Playle		Appointed August 2017
Lara Dennis		Appointed January 2018
Charity number	1132349	Registered in England and Wales
Company number	6911577	Registered in England and Wales
Registered and principal address	Bankers	
1 Pleasant Street	The Co-operative bank	
Bradford	6 Tyrrel Street	
BD7 3ES	Bradford	
	BD1 1RJ	

Independent examiner

Simon Bostrom

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 20 May 2009. It is governed by a memorandum and articles of association as amended by special resolution on 18 October 2010. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The members of the charity may be ordinary resolution appoint a person who is willing to act as a trustee. A company limited by guarantee without a share capital.

Hope Housing (Bradford) LTD

Trustees' report (continued) for the year ended 31 May 2017

Objectives and activities

The charity's objects

To reduce homelessness in such ways as maybe thought fit within the context of Christian values and practice, based on the biblical mandate to love our neighbour as ourselves;

To support, advise and accommodate the homeless and inadequately housed in partnership with local churches and other organisations and individuals as the trustees from time to time may think fit;

To fulfil other purposes which are exclusively charitable according to the law of England and Wales that are connected with the charitable work of the charity;

Public benefit statement

The trustees confirm that they have complied with their duty in section 4 of the 2006 Charities Act to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

Achievements and performance

Hope Housing has continued to deliver the Bradford 'No Second Night Out' contract in partnership with Developing Initiative Supporting Communities (DISC), a larger charity. The work of the charity has remained focused on trying to support clients throughout their housing journey from rough sleeping/ homelessness to supported/independent accommodation. Excellent results have been seen around sustainability of clients' long term housing. The staff of Hope Housing have continued to develop expertise in helping clients with the most complex cases and needs.

Hope Housing has also continued with our supported housing provision enabling high quality recovery support to our clients. Our application for exempt accommodation status to ensure the ongoing viability of this provision was finally agreed by the local council early in 2017. However, we were still awaiting considerable back pay in Housing Benefit at the end of this financial year which has presented us with potential challenges in terms of future financial security.

Hope Housing continued to take the lead on the Cold Weather Provision (CWP) for Bradford on behalf of Bradford Council, coordinating extra temporary bed spaces for the homeless of Bradford when the temperature dropped below zero, . This year we co-ordinated CWP accommodation for 114 individuals and helped move 41 people into longer term accommodation. It's great to see the continued partnerships with organisations across the City which make this work.

We have been really pleased to be able to start our supported lodgings scheme this year, where clients are placed in volunteers homes for medium term support. This has also coincided with the end of our emergency hosting scheme. We are very thankful for all of our volunteer hosts who have accommodated homeless people in their homes over the years.

In terms of funding of the work of the charity this has been through a combination of regular and one off donations from our faithful and generous individual supporters. Our work has also been supported financially by the continuation of a number of large grants from charitable trusts and businesses secured in previous years.

However, a number of these ended in this financial year and sadly we had to lose a number of posts and staff who were funded specifically through these grants, including our Volunteer Coordinator and Pathways out of Homelessness worker. The charity had a number of further grant applications submitted and we were awaiting the outcome of these at the end of this reporting year.

Hope Housing (Bradford) LTD

Trustees' report (continued) for the year ended 31 May 2017

Achievements and performance continued

During this year have been able to help 227 people off the streets into our emergency No Second Night out hostel. Over 140 accessed outreach support, 21 supported tenancy bed spaces and 1 Supported lodgings placement. We are especially proud of our 11 destitute bed spaces across all of our provision to be able to accommodate homeless people who are unable to pay, claim benefits and often unable to work.



One of our clients, faithfully supported by our volunteer, Elaine. He was accommodated at our emergency hostel, Discovery House and moved into our support tenancies. He has been supported out of alcohol addiction and into paid work.

Financial review

The net expenditure for the year was £1,984, including net income of £24,188 on unrestricted funds and net expenditure of £26,172 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £34,606.

The trustees have established as a matter of policy that the aim of the charity is to have reserves that represent three months of operating costs of the charity.

Budgeted expenditure for the year to 31 May 2017 is £120,688 which would require a minimum reserve of £30,172.

Hope Housing (Bradford) LTD

Trustees' report (continued) for the year ended 31 May 2017

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed.....  (Trustee)

Name..... JOHN PLAYLE

Date..... 13/3/18

Hope Housing (Bradford) LTD

Independent examiner's report to the trustees of Hope Housing (Bradford) LTD

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 May 2017, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 charity's accounts as carried out under section 145 of the Charities Act ('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 charitable 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 ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material 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.

Signed:



Name: Simon Bostrom

Relevant professional qualification or body:

Date: 26/2/18

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hope Housing (Bradford) LTD
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 May 2017

	Notes	2017 Unrestricted funds £	2017 Restricted funds £	2017 Total funds £	2016 Total funds £
Income from:					
Grants and service level agreements	(2)	128,215	84,000	212,215	220,990
Rent, service charge and other income		54,573	-	54,573	24,329
Donations		40,064	-	40,064	25,305
Bank interest		13	-	13	32
Total income		<u>222,865</u>	<u>84,000</u>	<u>306,865</u>	<u>270,656</u>
Expenditure on:					
Salaries NI and pensions	(3)	130,082	110,172	240,254	232,508
Staff travel		2,680	-	2,680	-
Volunteer expenses		347	-	347	-
Training		151	-	151	-
Premises costs for clients		52,801	-	52,801	51,252
Office and administration		2,099	-	2,099	-
Phone and postage		4,539	-	4,539	-
Insurance		1,634	-	1,634	-
Payroll and HIR		1,964	-	1,964	-
Legal and professional		1,360	-	1,360	-
Independent examination		1,020	-	1,020	-
Operating costs not analysed		-	-	-	14,975
Total expenditure		<u>198,677</u>	<u>110,172</u>	<u>308,849</u>	<u>298,735</u>
Net income / (expenditure)		<u>24,188</u>	<u>(26,172)</u>	<u>(1,984)</u>	<u>(28,079)</u>
Adjustment to opening balance					
Fund balances brought forward		<u>10,418</u>	<u>28,235</u>	<u>38,653</u>	<u>66,732</u>
Fund balances carried forward	(4)	<u>34,606</u>	<u>2,063</u>	<u>36,669</u>	<u>38,653</u>

All incoming resources and resources expended derive from continuing activities.

Hope Housing (Bradford) LTD

Balance sheet

as at 31 May 2017

	2017 Unrestricted £	2017 Restricted £	2017 Total £	2016 Total £
Current assets				
Debtors and prepayments	(5) 31,215	-	31,215	-
Cash at bank and in hand	8,175	2,063	10,238	38,653
Total current assets	39,390	2,063	41,453	38,653
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 4,784	-	4,784	-
Total current liabilities	4,784	-	4,784	-
Net current assets / (liabilities)	34,606	2,063	36,669	38,653
Net assets	34,606	2,063	36,669	38,653
Funds				
Unrestricted funds	34,606	-	34,606	10,418
Restricted funds	-	2,063	2,063	28,235
Total funds	34,606	2,063	36,669	38,653

For the year ending 31 May 2017 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2015).

The financial statements were approved by the board of trustees on

Date: 22/2/18

Signed: [Signature]

(Trustee)

Name JOHN PLAYLE

Hope Housing (Bradford) LTD

Notes to the accounts

for the year ended 31 May 2017

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 charity constitutes a public benefit entity as defined by FRS 102.

Reconciliation with previous Generally Accepted Accounting Practice In preparing the accounts

The trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. They have determined that no such restatement is required.

As a consequence, there has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Hope Housing (Bradford) LTD

Notes to the accounts

for the year ended 31 May 2017

1 Accounting policies continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Hope Housing (Bradford) LTD
Notes to the accounts continued
for the year ended 31 May 2017

2 Grants and service level agreements	2017		2017	2016
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
DISC Ltd	128,215	-	128,215	-
Henry Smith Charity	-	27,000	27,000	-
Lloyds TSB Foundation	-	25,000	25,000	-
The Tudor Trust	-	20,000	20,000	-
Wellsprings Together	-	12,000	12,000	-
Other grants	-	-	-	-
	<u>128,215</u>	<u>84,000</u>	<u>212,215</u>	<u>220,990</u>

3 Staff costs and numbers

	2017
	£
Gross salaries	227,204
Social security costs	12,632
Employment allowance	(3,000)
Pensions	<u>3,418</u>
	<u>240,254</u>

The average number employees during the year was 17, being an average of 10 full time equivalent. There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2017
	£
Costs of the scheme to the charity for the year	3,418
Amount of any contributions outstanding at the year end	645

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Henry Smith Charity	10,093	27,000	37,093	-	-
Lloyds TSB Foundation	-	25,000	25,000	-	-
The Tudor Trust	10,142	20,000	30,142	-	-
Wellsprings Together	<u>8,000</u>	<u>12,000</u>	<u>17,937</u>	-	<u>2,063</u>
	<u>28,235</u>	<u>84,000</u>	<u>110,172</u>	-	<u>2,063</u>

Fund name

Purpose of restriction

Henry Smith Charity	Towards salary costs of the Project Co-ordinator (CEO)
Lloyds TSB Foundation	Towards salary costs for the Move On worker
The Tudor Trust	Towards salary costs for the Volunteer Co-ordinator
Wellsprings Together	Towards salary costs for the Pathways out of Homelessness Worker

Hope Housing (Bradford) LTD
Notes to the accounts continued
for the year ended 31 May 2017

5 Debtors and prepayments

	2017	2016
	£	£
Debtors	30,806	-
Prepayments	409	-
	<u>31,215</u>	<u>-</u>

6 Creditors and accruals

	2017	2016
	£	£
Creditors	2,472	-
Accruals	2,312	-
	<u>4,784</u>	<u>-</u>

7 Trustee expenses

During the year no trustees were paid expenses (previous year: 1 trustees and £250 in respect of travel).

8 Related party transactions

Key management personnel

The key management personnel of the charity comprises the Chief Officer only. The total employee benefits of the key management personnel of the charity were £29,514.

There were no other related party transactions during this year or the previous year.

9 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	Properties for beneficiaries
	£
Within one year	4,642
In the second to fifth years inclusive	-
Over five years from the balance sheet date	-
	<u>4,642</u>

Hope Housing (Bradford) LTD

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 May 2017

	2017 Unrestricted funds £	2016 Unrestricted funds £	2017 Restricted funds £	2016 Restricted funds £	2017 Total funds £	2016 Total funds £
Income						
Grants and SLAs	128,215	90,465	84,000	130,525	212,215	220,990
Rent, charges and other income	54,573	24,329	-	-	54,573	24,329
Donations	40,064	23,375	-	1,930	40,064	25,305
Bank interest	13	32	-	-	13	32
Total income	222,865	138,201	84,000	132,455	306,865	270,656
Expenditure						
Salaries NI and pensions	130,082	98,953	110,172	133,555	240,254	232,508
Staff travel	2,680	-	-	-	2,680	-
Volunteer expenses	347	-	-	-	347	-
Training	151	-	-	-	151	-
Premises costs for clients	52,801	49,322	-	1,930	52,801	51,252
Office and administration	2,099	-	-	-	2,099	-
Phone and postage	4,539	-	-	-	4,539	-
Insurance	1,634	-	-	-	1,634	-
Payroll and HIR	1,964	-	-	-	1,964	-
Legal and professional	1,360	-	-	-	1,360	-
Independent examination	1,020	-	-	-	1,020	-
Operating costs not analysed	-	11,815	-	3,160	-	14,975
Total expenditure	198,677	160,090	110,172	138,645	308,849	298,735
Net income / (expenditure)	24,188	(21,889)	(26,172)	(6,190)	(1,984)	(28,079)
Fund balances brought forward	10,418	32,307	28,235	34,425	38,653	66,732
Fund balances carried forward	34,606	10,418	2,063	28,235	36,669	38,653