

Charity Registration No. 1065503

Company Registration No. 03447762 (England and Wales)

**BRIGHTON OASIS PROJECT
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2013**

BRIGHTON OASIS PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs T Wilkinson (Chair) Ms J Boas Ms L Byrne Ms J Carmody Mr J Chapman Dr C Fletcher Mr D Sinclair
Secretary and Director	Ms J Welsh
Charity number	1065503
Company number	03447762
Principal address	11 Richmond Place Brighton East Sussex BN2 9NA
Registered office	Globe House 3 Morley Street Brighton East Sussex BN2 9RA
Auditors	Russell New Limited The Courtyard Shoreham Road Upper Beeding Steyning West Sussex BN44 3TN
Bankers	CAF Bank Limited P.O. Box 289 West Malling Kent ME19 4TA Scottish Widows Bank Plc PO BOX 12757 67 Morrison Street Edinburgh EH3 8YJ

BRIGHTON OASIS PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers (continued)

Principality Building Society
Principality Buildings
Queen Street
Cardiff
CF10 1UA

BRIGHTON OASIS PROJECT

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BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

Trustees Annual Report for the Year ended 2013

The trustees present their report and accounts for the year ended 31 March 2013.

The accounts have been prepared in accordance with the accounting policies set out in note 1 and comply with the Charity's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice "accounting and reporting by Charities", issued in March 2005. We have referred to the guidance contained in the Charity Commissions' general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set

Structure Governance and Management

Memorandum and articles incorporated 10/10/1997 as amended by special resolution(s) dated 09/02/1999 new articles adopted by special resolution dated 19/10/2005 as amended by special resolution registered at Companies House on 09/10/2012

Objects

The objects of the Charity ("the Objects") are

- 3.1 To preserve and protect the physical and mental health of and to promote the care, treatment and rehabilitation of any person in particular but not exclusively living in Brighton and Hove, Lewes and the surrounding district who:
 - 3.1.1 Wish to reduce or cease substance misuse;
 - 3.1.2 Are currently on a detoxification or maintenance programme, or require continuing care after leaving a rehabilitation service;
 - 3.1.3 Are ex-substance misusers or at risk of relapse;
 - 3.1.4 Are the partners, family or children of substances misusers.
- 3.2 For the public benefit, to advance education about the dangers of addiction to and involvement in the use of any prescribed or illicit substance.
- 3.3 For the public benefit, to advance education about the care, treatment and rehabilitation of persons who are addicted to, or involved, or at risk of becoming involved in the use of prescribed or illicit substances.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

Recruitment and appointment of Trustees

Two trustees with long associations with Brighton Oasis Project (BOP) resigned from the board following our Annual General Meeting. Gretchen Precey our outgoing chair has been involved with BOP since its inception. Her commitment, energy and organisational memory will be hugely missed. Nevertheless the board remains robust. We recruited Lisa Byrne who brings Human Resources expertise to the board alongside experience of the third sector and the Children's Policy agenda. We are mindful of the need to ensure the board reflects the community it serves and endeavour to achieve this through open recruitment and targeting potential trustees who may address not only skills gaps in the board but more appropriately reflect the diversity of our local area.

The trustees, who are also the directors for the purpose of company law, and who served during the year were

Ms G Precey (Resigned 28/09/2012)
Mr J Chapman (Treasurer)
Ms J Carmody
Ms J Boas (Vice Chair)
Dr C Fletcher
Mr D Sinclair
Ms T Wilkinson (Chair)
Ms W Mwangulube (Resigned 28/09/2012)
Ms L Byrne appointed 21/11/2012

Induction and Recruitment

Potential trustees meet with both the Director and the Chair and are provided with information about the role and responsibilities of a trustee. Alongside internal information potential and newly recruited trustees are given information from the Charity Commission and other external sources. Trustees are asked to develop a specific area of interest. A skills audit of the board has been undertaken and is regularly reviewed and we have identified areas in which we believe specific skills could strengthen performance.

Organisational Structure

The staff team within BOP continues to grow and on average numbered 20 (17 full time equivalent) throughout the year. Some staff work very few hours for BOP such as crèche and cleaning staff. The Director is responsible to the organisation's Board of Trustees, the Chair provides line management supervision to the Director. The introduction of the Service Development Manager post in January 2012 has strengthened the management team and enabled the Director to reduce line management responsibilities. BOP has Investors in People status and all staff have yearly appraisals where performance is reviewed and training and development needs highlighted. We have good rates of retention of staff and the training and development opportunities offered to staff and volunteers are valued across the team.

Risk Management

Following on from the Strategic Plan we reviewed the structures and processes in the organisation and have strengthened the sub group structure. All sub groups have board member involvement. The risk management sub group is lead by a board member with significant health care managerial experience, information is fed in from other sub groups, the staff team and the service users to produce a yearly risk register. Emerging risks are immediately added to the Register and where required action plans commenced. Risk management is a standing item at the trustee board meeting.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

Our Vision

Women and children affected by substance misuse have equitable access to quality treatment services, enabling them to begin a process of change that improves their life chances and supports them to participate fully in society.

Our Mission

BOP aims to improve the lives and maximise the potential of the diverse range of women, children and young people affected by substance misuse. We seek to prevent and reduce drug and alcohol related harm to women and their families by providing services which offer a continuum of support from harm minimization through to total abstinence, which are complemented by specialist services for children, young people and women working in the sex industry.

How our activities deliver public benefit

BOP exists to support women with drug and alcohol problems and provide care for children affected by substance misuse in the family. We remain one of the only services in the country offering a gender specific substance misuse service and we have particular expertise in working with children affected by familial substance misuse. We are proud of our services supporting some of the most vulnerable women and children in society. We recognize part of our role is to advocate for appropriate services for women and their children. Despite many years of acknowledging the barriers women face in accessing treatment and the impact of substance misuse on children there remains relatively few services developed with their needs in mind.

The benefits of drug treatment for the individual, the local community and society are well documented. The National Treatment Agency estimates that for every £1 spent on treatment £2.50 is saved in costs to society. A further analysis of the impact of work with women offenders by New Economics Foundation found that, the societal benefits per woman of women's community services are between three and fourteen times the cost of the service.

Across our service we deliver support to women and children from birth via a range of interventions. In detail the following services have been provided:

Crèche

The crèche cares for children and babies from birth. In the school holidays it provides care to children up to 11 years old. The crèche is staffed by a qualified teacher and staff with child care qualifications. The crèche is a resource not only for women attending BOP but for children of substance misusers across the city who need to be cared for to enable adults to access treatment. The majority of children accessing the crèche have a child protection plan - indicating their vulnerability. The early support and intervention they receive helps them to thrive and contributes to their achievement of milestones.

Young Oasis

Young Oasis works with children and Young People aged from 4-18 who are affected by substance misuse in the family. Children living in a family where there are drug and alcohol problems have been shown to face a range of difficulties. The service primarily delivers 1-1 support in a way that is appropriate for the child's age and development. We also deliver some group activities for children which are intended to reduce their isolation, increase their resilience and expose them to a broader range of experiences. The Young Oasis service receives significant input from volunteers which enables us to increase the number of beneficiaries we work with.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

Adult Services

All services delivered as part of the adult drug treatment pathway are recovery focused. We use the UK Drug Policy Commission definition of recovery

The process of recovery from problematic use is characterised by voluntarily sustained control over substance misuse which maximises health and wellbeing and participation in the rights, roles and responsibilities of society.

Open access activity

In 2012-13 there were a total of 139 new presentations in open access with 30 of the women presenting on more than one occasion. Overall this is fewer individual women than last year as we are now offering full comprehensive assessments and fewer shorter advice based sessions. 99 of the 139 women attending open access progressed to a structure programme at Oasis (71%) as opposed to 61% last year. This indicates that a higher percentage of women attending an appointment progress into effective treatment.

Structured Programmes

In line with good practice in the treatment of substance misuse BOP delivers structured programmes to women with drug/alcohol problems. All the programmes encompass both 1-1 work and groups. The content of the groups address a number of issues for the women we work with representing a holistic package of support. This includes relationship support, parenting programmes, addressing offending behaviour and relapse prevention. Our success rates are high both in terms of the level of engagement and successful completions from the treatment system. We provide a wide range of recovery focused activities which enable women to continue on their recovery journey - receiving support whilst they engage with activities in the community. Our "phase 2 " recovery activities have gone from strength to strength with more women now participating and enhanced opportunities for accessing supporting volunteering in the community and accessing peer support.

Phase 2

Phase 2 is a rolling 12 week group programme offering service users the opportunity to build on the skills and strategies learnt through the phase 1 programme. The focus of Phase 2 is to;

- Increase personal responsibility in recovery
- Identify and access support outside of the treatment system
- Access to education, volunteering and employment

We recognize that transitioning to Phase 2 from structured day care can provoke anxieties and we work to ensure that dedicated session time is given to developing a written recovery plan for the following 12 weeks.

Outreach

Outreach visits continue to provide an important point of contact for vulnerable women in the community particularly for those who are at risk of disengaging from treatment. Our outreach worker provides a series of structured interventions to enable women to re-engage with treatment and to enable them to access services as appropriate.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

Sex Workers Outreach Project (SWOP)

During the reporting period SWOP carried out 105 visits to parlours and working flats. The average number of women seen is 80 a quarter. There are problems identifying the total number of different women seen in a year since many of the women use working names which change frequently or use the service anonymously.

Inspire

BOP continues to work as a partner of *Inspire* as part of our commitment to provide alternatives to custody for female offenders. Women who are sex working have specific needs under the criminal justice pathways and our Inspire worker works alongside SWOP services to identify women in need of case work support who are currently in the criminal justice system or at risk of entry. Over the year the Inspire caseworker had worked with 33 different women providing support to help them exit sex work and cease re/offending.

Achievements and Performance

Highlights indicating progress against our strategic plan this year include

- A new alcohol after care group for women and a programme embracing aspects of co production for women reducing prescriptions for substitute medication.
- Expansion of our Children and Young People's Service including relocating to dedicated premises in Morley Street.
- Increased service user involvement utilizing the experience of recovery champions and mentors in developing and delivering our services.
- Developed the Contraceptive and Sexual health (CASH) service; improving sexual health outcomes for men and women in drug treatment
- Commenced delivery of the CATT (Children and Adults Talking Together) programme. Providing support to kinship and family carers looking after children affected by substance misuse.
- Participating in the Community of Practice Programme with Kings College, London and Revolving Doors Agency focusing on the needs of women with multiple and complex needs.

On an ongoing basis we collect a wide range of data that demonstrates our impact both for external funders requirements and to enable analysis of our performance internally. Some of this data which demonstrates our impact is

- 68% of Oasis drug clients had a planned discharge
- 94% of Oasis drug clients whose drug use is not opiate or crack had a planned discharge
- 18% of women case worked with the Inspire project exited sex work

Financial Review

Income has increased significantly this year representing growth from both the voluntary and statutory sector. We have as a result of this been able to deliver an enhanced portfolio of services. Expenditure has also increased, as ever our major source of expenditure is staff salaries and any increase in activity results in a subsequent increase in costs. We are pleased that we have not ended this year in deficit as this was not sustainable long term and we have had 3 years where that was the position.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

Reserves Policy

It is a strategic objective to build up our unrestricted reserves equal to six months running costs as a realistic amount to wind down the organisation and meet our responsibilities in the event of the charity ceasing to be viable. We do not currently have six months reserves.

Asset cover for funds

Note 12 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

Plans for the Future

We have been advised by BHCC that all the drug treatment services provided in the city will be retendered in 2014 for contracts to start April 2015. This is a significant challenge to the organisation and we are gearing up for this process. We continue to expand our services for children, families and young people and are pleased that we will be shortly delivering a Comic Relief funded project for Young women aged 14-25 with alcohol issues. We will continue to improve the recovery pathway for women through partnership work with other local and national organisations who share our vision, we will continue to advocate for gender specific treatment options - we consider this to be an important part of how we fulfil our objectives. We also intend in the year to strengthen our infrastructure and review our communication strategy to ensure we deliver a clear message about our mission and impact. In the previous 12 months we have seen an increase in numbers approaching us wanting to volunteer. This represents a broad range of individuals across the city, some of whom have been in treatment themselves or have experienced issues in the family around drug/alcohol misuse. We wish to increase our capacity to support this group who provide an invaluable resource and will do this via seeking charitable trust funding. We also want to continue to develop the work we started alongside Revolving Doors and Kings College looking at women with multiple and complex needs, although this group of people are gaining increased attention the impact of gender is rarely considered, yet brings specific considerations.

**BRIGHTON OASIS PROJECT
TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 MARCH 2013

Disclosure of information to auditors

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

Auditors

A resolution proposing that Russell New Limited be reappointed as auditors of the company will be put to the members.

On behalf of the board of trustees

T. Wilkinson

T Wilkinson (Chair)
Trustee

23/8/2013
Date.....

BRIGHTON OASIS PROJECT

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees, who are also the directors of Guild Care for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare 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 that year.

In preparing these accounts, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities", issued in March 2005;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BRIGHTON OASIS PROJECT

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF BRIGHTON OASIS PROJECT

We have audited the accounts of Brighton Oasis Project for the year ended 31 March 2013 set out on pages 11 to 21. 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).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of Brighton Oasis Project for the purpose of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Companies Act 2006.
- The trustees were not entitled to prepare the financial statements in accordance with the small company regime.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts.

BRIGHTON OASIS PROJECT

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF BRIGHTON OASIS PROJECT

Matters on which we are required to report by exception

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



**Mr Mark Cummins FCCA (Senior Statutory Auditor)
for and on behalf of Russell New Limited
Statutory Auditors**

The Courtyard
Shoreham Road
Upper Beeding
Steyning
West Sussex
BN44 3TN

Dated: 29 August 2013

BRIGHTON OASIS PROJECT

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure account)

FOR THE YEAR ENDED 31 MARCH 2013

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
<u>INCOMING RESOURCES</u>						
Incoming resources from generated funds						
Voluntary income - donations		1,230	-	-	1,230	1,741
Activities for generating funds	3	9,302	-	-	9,302	9,374
Investment income - interest		1,808	-	-	1,808	177
Other income		645	-	-	645	-
		12,985	-	-	12,985	11,292
Incoming resources from charitable activities	2	534,407	-	141,302	675,709	539,037
Total Incoming Resources		547,392	-	141,302	688,694	550,329
<u>RESOURCES EXPENDED</u>						
Costs of generating funds						
Fund raising		-	-	-	-	228
		-	-	-	-	228
Charitable activities						
Adult Services		317,542	-	21,734	339,276	330,999
Young Person Services		61,270	-	30,255	91,525	52,557
General Outreach		4,546	-	23,180	27,726	24,855
Creche Services		68,471	-	2,000	70,471	70,159
S.W.O.P		63,448	-	21,311	84,759	87,618
Total Charitable expenditure		515,277	-	98,480	613,757	566,188
Governance costs		5,661	-	-	5,661	5,229
Total resources expended		520,938	-	98,480	619,418	571,645
Net incoming/(outgoing) resources for the year		26,454	-	42,822	69,276	(21,316)
Fund balances at 1 April 2012		133,598	20,000	-	153,598	174,914
Fund balances at 31 March 2013		160,052	20,000	42,822	222,874	153,598

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

All activities of the charity are classed as continuing.

There are no recognised gains or losses other than those reported on the Statement of Financial Activities.

BRIGHTON OASIS PROJECT

BALANCE SHEET

AS AT 31 MARCH 2013

	Notes	2013		2012	
		£	£	£	£
Fixed Assets					
	7		17,709		18,925
Current Assets					
Debtors	8	49,899		31,970	
Cash at bank and in hand		<u>230,068</u>		<u>173,797</u>	
		279,967		205,767	
Creditors: amounts falling due within one year	9	<u>(74,802)</u>		<u>(71,094)</u>	
Net current assets			<u>205,165</u>		<u>134,673</u>
Total assets less current liabilities			<u>222,874</u>		<u>153,598</u>
Income Funds					
Restricted funds	10		42,822		-
Unrestricted funds:					
Designated funds	11		20,000		20,000
Other charitable funds			160,052		133,598
			<u>222,874</u>		<u>153,598</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective April 2008)

The director's acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts were approved by the Board on 23/8/2013


 Mrs T Wilkinson (Chair)
 Trustee

Company Registration No. 3447762

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2013

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities (SORP 2005)", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income, the amount can be quantified with reasonable accuracy and there is certainty over the receipt of the income. The following specific policies are applied to particular categories of income:

Grants and donations are recognised on an accrual basis, accounted for in relation to the period that they relate.

Investment income is accounted for on a receivable basis.

1.3 Resources expended

Expenditure is recognised on an accruals basis with the irrecoverable element of VAT included with the items to which it relates.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the following appropriate basis:

Adult Services 57%
Creche 13%
Outreach 4%
Young Oasis 17%
Young Womens Substance Misuse Service 9%

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	20% reducing balance basis
Fixtures, fittings & equipment	Between 20% and 50% straight line basis

BRIGHTON OASIS PROJECT
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2013

1 Accounting Policies

(continued)

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Pensions

The charity offers a stakeholder pension to all eligible staff.

1.7 Fund accounting

The charity has various funds for which it is responsible:

Unrestricted funds - these are for use on the general charitable objectives of the charity.

Restricted funds - these funds are for use as directed by the donor. A description of the projects can be found on page 19 and 20.

Designated funds - these are funds set aside by the trustees for leasehold dilapidations. A description can be found on page 20.

1.8 Taxation

The company is a registered charity (number: 03447762).

All of the charities income falls within the exemptions set out in part 11 of the Corporation Tax Act 2010.

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

2 Incoming resources from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2013	Total 2012
Grants Receivable	534,407	141,302	675,709	539,037

Included within grants receivable are the following:

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Restricted				
Brighton & Hove City Council (Triple P Secondment)	-	18,000	18,000	-
Brighton Womens Centre	-	21,311	21,311	21,311
CAFTA funding	-	9,859	9,859	-
Children in Need	-	8,560	8,560	8,096
Communities Against Drugs	-	23,180	23,180	14,837
Sure Start	-	2,000	2,000	2,000
Sussex Community Foundation	-	3,734	3,734	-
The Breadsticks Foundation	-	54,658	54,658	-
	-	141,302	141,302	46,244
Unrestricted				
Brighton & Hove Primary Care Trust	402,600	-	402,600	380,298
Brighton & Hove City Council	20,000	-	20,000	28,501
Brighton & Hove Food Partnership (Good Food Grant)	-	-	-	408
Children and Young Peoples Trust	24,386	-	24,386	24,386
Community of the Blessed Virgin Mary	3,000	-	3,000	-
COPS (Revolving Doors)	8,450	-	8,450	-
CRI	41,244	-	41,244	41,480
Future jobs funding	-	-	-	2,856
J Paul Getty Jnr Charitable Trust	31,267	-	31,267	7,965
Longhill School	-	-	-	1,959
Student placement fees	2,860	-	2,860	4,940
Other grants	600	-	600	-
	534,407	-	534,407	492,793
	534,407	141,302	675,709	539,037

3 Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Conference and training	8,928	-	8,928	8,626
Fundraising	374	-	374	748
	9,302	-	9,302	9,374

BRIGHTON OASIS PROJECT
NOTES TO THE ACCOUNTS (Continued)
FOR THE YEAR ENDED 31 MARCH 2013

4 Total resources expended

	Staff Costs £	Depreciation £	Other Costs £	Total 2013 £	Total 2012 £
Cost of generating funds					
Fundraising costs	-	-	-	-	228
	-	-	-	-	228
Charitable activities					
<u>Adult Services</u>					
Activities undertaken directly	182,296	-	10,566	192,862	196,478
Support costs	69,484	2,872	74,058	146,414	134,521
Total	251,780	2,872	84,624	339,276	330,999
<u>Young Person Services</u>					
Activities undertaken directly	35,344	-	11,493	46,837	36,840
Support costs	21,208	889	22,591	44,688	15,717
Total	56,552	889	34,084	91,525	52,557
<u>General Outreach</u>					
Activities undertaken directly	17,847	-	342	18,189	18,293
Support costs	4,526	190	4,821	9,537	6,562
Total	22,373	190	5,163	27,726	24,855
<u>Creche Services</u>					
Activities undertaken directly	35,655	-	447	36,102	37,428
Support costs	16,311	684	17,374	34,369	32,731
Total	51,966	684	17,821	70,471	70,159
<u>S.W.O.P</u>					
Activities undertaken directly	59,353	-	2,537	61,890	60,818
Support costs	10,853	455	11,561	22,869	26,800
Total	70,206	455	14,098	84,759	87,618
	452,877	5,090	155,790	613,757	566,188
Governance Costs	-	-	5,661	5,661	5,229
Total resources expended	452,877	5,090	161,451	619,418	571,645

Governance costs comprises fees to the auditors of £5,661 (2012 - £5,229) for audit and accountancy fees.

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

5 Trustees

None of the trustees (or any persons connected with them) received any remuneration, benefits or expenses from the charity during the year.

6 Number of employees

The average monthly number of full time equivalent employees during the year was:

	2013 Number	2012 Number
Direct Charitable	14	14
Management and administration	3	3
	<u>17</u>	<u>17</u>

Employment Costs	2013 £	2012 £
Wages and salaries	415,603	392,456
Social security costs	36,826	35,319
Pension costs	448	-
	<u>452,877</u>	<u>427,775</u>

There were no employees whose annual emoluments were £60,000 or more.

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

7 Tangible fixed assets	Leasehold Improvements	Fixtures fittings & equipment	Total
	£	£	£
Cost			
At 1 April 2012	62,024	25,952	87,976
Additions	-	3,873	3,873
At 31 March 2013	62,024	29,825	91,849
Depreciation			
At 1 April 2012	47,115	21,936	69,051
Charge for the year	2,982	2,107	5,089
At 31 March 2013	50,097	24,043	74,140
Net book value			
At 31 March 2013	11,927	5,782	17,709
At 1 April 2012	14,909	4,016	18,925

8 Debtors	2013 £	2012 £
Trade debtors	11,386	2,103
Other debtors	13,365	12,112
Prepayments and accrued income	25,148	17,755
	49,899	31,970

9 Creditors: amounts falling due within one year	2013 £	2012 £
Trade creditors	17,930	5,882
Taxes and social security costs	8,460	10,165
Deferred income	39,569	46,758
Accruals	8,843	8,289
	74,802	71,094

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

10 Restricted funds

Brighton Oasis project has a number of projects which have been funded by the following bodies:

	Movement in Funds				
	Balance at 1 April 2012	Incoming resources	Resources expended	Transfers	Balance at 31 March 2013
	£	£	£	£	£
Brighton & Hove City Council (Triple P Secondment)	-	18,000	(18,000)	-	-
Brightons Womens Centre	-	21,311	(21,311)	-	-
CAFTA Funding	-	9,859	(9,859)	-	-
Children in Need	-	8,560	(8,560)	-	-
Communities Against Drugs	-	23,180	(23,180)	-	-
Sure Start	-	2,000	(2,000)	-	-
Sussex Community Foundation	-	3,734	(3,734)	-	-
The Breadsticks Foundation	-	54,658	(11,836)	-	42,822
	-	141,302	(98,480)	-	42,822

A description of each of the funds is given below.

Brightons Womens Centre

Funding was secured from the Ministry of Justice for a partnership project delivered with 4 other women's organisations in the city to deliver the " Corston" Agenda, working with women offenders, providing alternatives to custody and addressing the underlying problems which can lead to offending. The Brighton Women's Centre is the lead agency for this; Brighton Oasis Project is a delivery partner.

CAFTA Funding

Communities and Families Tackling Addiction- An Interreg (European) project aimed at supporting families affected by substance misuse.

Children in Need

Funding obtained from Children in Need was for the purpose of increasing the capacity to provide therapeutic work with children and young people and also towards the cost of running activities in the school holidays for the children affected by family substance misuse.

Communities Against Drugs

Funding was received from the Drug and Alcohol Action Team for other substance misusers who are unable to attend the charity's offices, but are in need of care and support as much as those who can attend. Particularly women who may be homeless and/or at risk of engaging in sex work.

Sure Start

Funding was received towards staff salaries for the running of the crèche.

Sussex Community Foundation

Funding obtained towards the costs of running a group for women with alcohol problems

BRIGHTON OASIS PROJECT
NOTES TO THE ACCOUNTS (Continued)
FOR THE YEAR ENDED 31 MARCH 2013

10 (cont)

The Breadsticks Foundation

Funding was received to support children and young people who are victims of substance misuse.

Some of the funding received can also be used to refurbish premises in order to provide counselling to children and young people.

Triple P Secondment Income

Funding received towards salary costs of a worker seconded to BHCC delivering parenting support

11 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in Funds			Balance at 31 March 2013
	Balance at 1 April 2012	Incoming resources	Resources expended	
	£	£	£	£
Leasehold dilapidations	20,000	-	-	20,000
	<u>20,000</u>	<u>-</u>	<u>-</u>	<u>20,000</u>

The trustees have designated £20,000 of the unrestricted reserves as a provision towards the cost of remedial repair work upon the expiry of the lease.

12 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fund balances at 31 March 2013 are represented by				
Tangible fixed assets	17,709			17,709
Current assets	217,145	20,000	42,822	279,967
Creditors: amounts falling due within one year	(74,802)			(74,802)
	<u>160,052</u>	<u>20,000</u>	<u>42,822</u>	<u>222,874</u>

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

13 Commitments under operating leases

At 31 March 2013 the charity had annual commitments under non-cancellable operating leases as follows:

	Other 2013 £	Land and buildings 2013 £	Other 2012 £	Land and buildings 2012 £
Expiry date:				
Within one year	4,791	30,000	1,771	30,000
Between two and five years	2,765	32,500	5,928	19,500
	7,556	62,500	7,699	49,500

The charity has a 5 year repairing lease on 22 Richmond place, Brighton at an annual rental of £10,500 (2012-£10,500). The charity as a lessee, is now under an obligation to return the condition of the property to that extent at the commencement of the lease. Accordingly, the Trustees have already designated £20,000 of the unrestricted reserves as a prudent provision for delapidation that will be utilised at the expiry of the lease. This provision is intended to be an annual provision until the expiry of the lease.

14 Members Guarantee

The charity is limited by guarantee and has no share capital. Every member of the company is a guarantor and undertakes to contribute to the assets of the company, in the event of it being wound up, such amounts as may be required. Each guarantor's liability is limited to £1.

15 Control

The charity is under the control of the board of Trustees.