

Charity Registration No. 1065503

Company Registration No. 03447762 (England and Wales)

BRIGHTON OASIS PROJECT
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2014

BRIGHTON OASIS PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs T Wilkinson (Chair) Ms J Boas Ms J Carmody Mr J Chapman Ms M Ottewill Mr D Sinclair Ms G Whensley
Secretary	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
Main Bankers	CAF Bank Limited P.O. Box 289 West Malling Kent ME19 4TA

BRIGHTON OASIS PROJECT

CONTENTS

	Page
Trustees' report	1-7
Statement of trustees' responsibilities	8
Independent auditors' report	9-10
Statement of financial activities	11
Balance sheet	12
Notes to the accounts	13-21

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

Trustees Annual Report for the Year ended 2014

The trustees present their report and accounts for the year ended 31 March 2014.

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 2014

Board of Trustees

The Board of Trustees is responsible for the strategic direction and ensuring overall performance of the organisation. Day to day management of the organisation is delegated to the Director of the organisation. The board meets every 2 months and sub groups undertake more scrutiny of specific areas. Each sub groups is lead by a trustee. The sub groups in operation are

- Finance and Fundraising
- Human Resources and Health and Safety
- Risk Management
- Quality Assurance

Staff and service users are invited to attend Board meetings.

Recruitment and appointment of Trustees

Lisa Byrne left BOP as a trustee during the year. We were joined by Ms M Ottewill and Ms Whensley. Mel Ottewill is both a social worker and a registered nurse and brings significant experience of management within the NHS including managing and investigating patient safety and risk. Gill Whensley is HR professional who is CIPD qualified. 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 ensure that we are diverse and inclusive

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

Ms T Wilkinson (Chair)

Mr J Chapman (Treasurer)

Ms J Carmody

Ms J Boas (Vice Chair)

Dr C Fletcher

Mr D Sinclair

Ms L Byrne resigned 8/07/2013

Ms M Ottewill appointed 19/11/2013

Ms G Whensley appointed 19/11/2013

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, on average we had 19.6 whole time equivalents in post 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. 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. There has been further investment in developing the Human Resources/Organisational Development of the organisation in the past 12 months with regular support from an external consultant and further investment in occupational health services.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

Risk Management

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.

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. We provide services linked to substance misuse such as outreach for women in the Sex Industry and services for women offenders and those at risk of offending

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.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

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.

Adult Substance Misuse 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

Open access is the first port of call for women seeking help with a drug /alcohol problem. Women can drop in to our premises or call for an appointment- follow up support will be arranged as needed this may include brief advice or assessment for formal 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. We deliver structured programmes alongside partners in probation, the NHS, Children's Social care and housing. We have a subcontract with CRI a national charity to work with women on a community sentence, the Drug Rehabilitation Requirement (DRR) .

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 support 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. We have worked to develop smooth pathways with local Employment Training and Education Providers and have made good progress in this area

Sex Workers Outreach Project (SWOP) and Contraception and Sexual Health (CASH)

The SWOP service engages with women selling or exchanging sex for drugs /places to stay etc. It works with women individually and working together. We adopt a pro active approach to identifying women working in the local area and helping them to be safe and well. We support women who are vulnerable asserting for their rights locally which may include helping them report crimes.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

The CASH service works with both men and women in treatment to improve their access to CASH services and improve their health in these areas. The CASH service has been particularly successful in increasing the uptake of Long Acting Reversible Contraception (LARC) amongst women in treatment.

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.

Achievements and Performance

Within the year 2013/14 we are delighted to have increased our impact and reach into the community by

- Introduction of a Comic Relief Funded Young Womens Alcohol Worker - supporting Young Women aged 14 -25 who have problems with alcohol
- Refurbished our premises for children and young people
- Held a national conference focusing on needs of women in treatment services and families affected
- Started work in partnership with services locally to improve responses to women who have had a child removed permanently due to safeguarding concerns
- Developed a new pathway to increase opportunities for women around Employment, Training and Education with the Bridge.

Financial Review

Income has increased by 6.2% as a result of securing new grants and sub-letting our property at 22 Richmond Place which became surplus to requirements following the move to our Morley Street premises. Expenditure has increased by 13.6% reflecting the growth in staffing to expand our Young Oasis service and to provide a Young Women's Alcohol Worker. Whilst the growth in expenditure exceeded the growth in income we still managed to achieve a surplus of £27,828 and increase our Unrestricted Funds by £6,466 in support of our reserves policy.

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. Whilst we have been successful in increasing our unrestricted funds over the last two years they still only stand at 3.9 months running costs which is below that required by our Reserves Policy. The continued growth in the charity makes it hard to achieve the Reserves Policy target without cutting service provision. We intend to review our Reserves Policy in 2014/5.

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.

BRIGHTON OASIS PROJECT TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2014

Plans for the Future

We are currently in the process of engaging in the retendering exercise for the whole of the drug treatment system in the city. This obviously presents a significant risk to the organisation and has been a demand on resources during the process. We expect the award of the contract to be made in September. Our 3 year strategic plan will be reviewed after the AGM in September and we will work alongside a range of stakeholders in developing this.

We are delighted to just be starting work with South East Dance on a new 2 year funded project which we hope will enhance recovery outcomes and increase inclusion for women and children. We are pleased with work done in partnership with the Bridge this year which is enhancing opportunities for women to engage in Employment , Training and Education activities and we will look to develop this area of our work in the coming year.

We have recently started to work with the University of Brighton on evaluation of some of our work with women on the POCAR programme. We are also delighted to have recently received funding from the Department for Education to undertake an analysis of our model. We are working with the New Economics Foundation on this.

We have plans in hand to continue to develop our services for children and are developing a service response to families where the parent is in recovery to help re establish relationships that may have been fractured.

We will continue to pursue opportunities as they arise as a result of the Transforming Rehabilitation agenda - seeking to work with partners who share our values. This is a challenging time for BOP but we have in place the resources and commitment of staff and volunteers to continue to provide an excellent good value service that has positive impacts across the community.

**BRIGHTON OASIS PROJECT
TRUSTEES' REPORT**

FOR THE YEAR ENDED 31 MARCH 2014

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 (Chair)
Trustee

Date.....

BRIGHTON OASIS PROJECT

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees, who are also the directors of Brighton Oasis Project 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 2014 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. In addition, we read all of the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements and to identify any information which is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implication on our report.

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 2014 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.

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.
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a strategic report or in preparing the Trustees' report.

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:

BRIGHTON OASIS PROJECT

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure account)

FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<u>INCOMING RESOURCES</u>						
Incoming resources from generated funds						
Voluntary income - donations		652	-	-	652	1,230
Activities for generating funds	3	26,353	-	-	26,353	9,302
Investment income - interest		1,712	-	-	1,712	1,808
Other income		-	-	-	-	645
		28,717	-	-	28,717	12,985
Incoming resources from charitable activities	2	470,861	-	231,937	702,798	675,709
Total Incoming Resources		499,578	-	231,937	731,515	688,694
<u>RESOURCES EXPENDED</u>						
Costs of generating funds						
Fundraising costs	4	402	-	-	402	-
		402	-	-	402	-
Charitable activities						
Adult Services		325,332	-	60,228	385,560	339,276
Young Person Services		34,626	-	78,073	112,699	91,525
General Outreach		8,102	-	23,248	31,350	27,726
Creche Services		76,817	-	5,520	82,337	70,471
S.W.O.P		64,055	-	21,506	85,561	84,759
		508,932	-	188,575	697,507	613,757
Total Charitable expenditure		508,932	-	188,575	697,507	613,757
Governance costs		5,778	-	-	5,778	5,661
		515,112	-	188,575	703,687	619,418
Total resources expended		515,112	-	188,575	703,687	619,418
Net incoming/(outgoing) resources for the year before transfers		(15,534)	-	43,362	27,828	69,276
Transfers between funds	10	22,000	-	(22,000)	-	
Net incoming/(outgoing) resources for the year		6,466	-	21,362	27,828	69,276
Fund balances at 1 April 2013		160,052	20,000	42,822	222,874	153,598
Fund balances at 31 March 2014		166,518	20,000	64,184	250,702	222,874

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 2014

		2014		2013	
	Notes	£	£	£	£
Fixed Assets					
	7		35,094		17,709
Current Assets					
Debtors	8	53,127		49,899	
Cash at bank and in hand		<u>246,934</u>		<u>230,068</u>	
		300,061		279,967	
Creditors: amounts falling due within one year	9	<u>(84,453)</u>		<u>(74,802)</u>	
Net current assets			<u>215,608</u>		<u>205,165</u>
Total assets less current liabilities			<u><u>250,702</u></u>		<u><u>222,874</u></u>
Income Funds					
Restricted funds	10		64,184		42,822
Unrestricted funds:					
Designated funds	11		20,000		20,000
Other charitable funds			166,518		160,052
			<u>250,702</u>		<u>222,874</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 accounts were approved by the Board on

Mrs T Wilkinson (Chair)
Trustee

Company Registration No. 3447762

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2014

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 58%
Creche 8%
Outreach 5%
Young Oasis 16%
Young Womens Substance Misuse Service 13%

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 2014

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 2014

2 Incoming resources from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2014	Total 2013
Grants Receivable	470,861	231,937	702,798	675,709

Included within grants receivable are the following:

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Restricted				
Brighton & Hove City Council (Triple P Secondment)	-	35,802	35,802	18,000
Lloyds Bank Foundation for England & Wales	-	18,000	18,000	-
Brighton Womens Centre	-	21,311	21,311	21,311
CAFTA funding	-	14,789	14,789	9,859
Comic Relief	-	38,204	38,204	-
BBC Children in Need	-	7,988	7,988	8,560
Communities Against Drugs	-	23,180	23,180	23,180
Sure Start	-	2,000	2,000	2,000
Sussex Community Foundation	-	3,400	3,400	3,734
The Clothworkers' Foundation	-	22,000	22,000	-
The Breadsticks Foundation	-	45,263	45,263	54,658
	-	231,937	231,937	141,302
Unrestricted				
Brighton & Hove City Council	417,261	-	417,261	446,986
Community of the Blessed Virgin Mary	-	-	-	3,000
COPS (Revolving Doors)	-	-	-	8,450
CRI	27,904	-	27,904	41,244
J Paul Getty Jnr Charitable Trust	25,000	-	25,000	31,267
Student placement fees	-	-	-	2,860
Other grants	696	-	696	600
	470,861	-	470,861	534,407
	470,861	231,937	702,798	675,709

3 Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Rental income	17,262	-	17,262	-
Conference and training	9,091	-	9,091	8,928
Fundraising	-	-	-	374
	26,353	-	26,353	9,302

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2014

4 Total resources expended

	Staff Costs £	Depreciation £	Other Costs £	Total 2014 £	Total 2013 £
Cost of generating funds					
Fundraising costs	-	-	402	402	-
	-	-	402	402	-
Charitable activities					
<u>Adult Services</u>					
Activities undertaken directly	206,824	-	12,116	218,940	192,862
Support costs	75,622	4,912	86,086	166,620	146,414
Total	282,446	4,912	98,202	385,560	339,276
<u>Young Person Services</u>					
Activities undertaken directly	64,721	-	10,889	75,610	46,837
Support costs	16,833	1,093	19,163	37,089	44,688
Total	81,554	1,093	30,052	112,699	91,525
<u>General Outreach</u>					
Activities undertaken directly	18,266	-	246	18,512	18,189
Support costs	5,827	378	6,633	12,838	9,537
Total	24,093	378	6,879	31,350	27,726
<u>Creche Services</u>					
Activities undertaken directly	35,311	-	1,091	36,402	36,102
Support costs	20,848	1,355	23,732	45,935	34,369
Total	56,159	1,355	24,823	82,337	70,471
<u>S.W.O.P</u>					
Activities undertaken directly	62,126	-	610	62,736	61,890
Support costs	10,359	673	11,793	22,825	22,869
Total	72,485	673	12,403	85,561	84,759
	516,737	8,411	172,359	697,507	613,757
Governance Costs	-	-	5,778	5,778	5,661
Total resources expended	516,737	8,411	178,539	703,687	619,418

Governance costs comprise of audit and accountancy fees.

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2014

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:

	2014	2013
	Number	Number
Direct Charitable	17	14
Management and administration	3	3
	<u>20</u>	<u>17</u>

Employment Costs

	2014	2013
	£	£
Wages and salaries	475,235	415,603
Social security costs	41,502	37,274
	<u>516,737</u>	<u>452,877</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 2014

7 Tangible fixed assets	Leasehold Improvements	Fixtures fittings & equipment	Total
	£	£	£
Cost			
At 1 April 2013	62,024	29,825	91,849
Additions	23,145	2,651	25,796
Disposals	-	(18,164)	(18,164)
At 31 March 2014	85,169	14,312	99,481
Depreciation			
At 1 April 2013	50,097	24,043	74,140
Charge for the year	5,585	2,826	8,411
Disposals	-	(18,164)	(18,164)
At 31 March 2014	55,682	8,705	64,387
Net book value			
At 31 March 2014	29,487	5,607	35,094
At 1 April 2013	11,927	5,782	17,709
8 Debtors		2014	2013
		£	£
Trade debtors		19,637	11,386
Other debtors		10,000	13,365
Prepayments and accrued income		23,490	25,148
		53,127	49,899
9 Creditors: amounts falling due within one year		2014	2013
		£	£
Trade creditors		20,259	17,930
Taxes and social security costs		11,370	8,460
Deferred income		44,434	39,569
Accruals		8,390	8,843
		84,453	74,802

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2014

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 2013	Incoming resources	Resources expended	Transfers	Balance at 31 March 2014
	£	£	£	£	£
Brighton & Hove City Council (Triple P Secondment)	-	35,802	(35,802)	-	-
Brightons Womens Centre	-	21,311	(21,311)	-	-
CAFTA Funding	-	14,789	(14,789)	-	-
BBC Children in Need	-	7,988	(7,988)	-	-
The Clothworkers' Foundation	-	22,000	-	(22,000)	-
Comic Relief	-	38,204	(23,550)	-	14,654
Communities Against Drugs	-	23,180	(23,180)	-	-
Lloyds Bank Foundation for England and Wales	-	18,000	(1,500)	-	16,500
Sure Start	-	2,000	(2,000)	-	-
Sussex Community Foundation	-	3,400	(3,400)	-	-
The Breadsticks Foundation	42,822	45,263	(55,055)	-	33,030
	<u>42,822</u>	<u>231,937</u>	<u>(188,575)</u>	<u>(22,000)</u>	<u>64,184</u>

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.

BBC 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.

The Clothworkers' Foundation

Funding was received specifically towards the renovation and equipping of a new centre for children and young people affected by drug and alcohol use in the family. The transfer of £22,000 represents funds expended on capital during the year.

Comic Relief

To fund a Young Women's Alcohol Development Worker (14-25) supporting young women who are experiencing problems with alcohol.

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.

Lloyds Bank Foundation for England and Wales

We received a 2 year grant in February 2014 from the Lloyds bank Foundation. This grant is towards the core costs of the organisation specifically a contribution towards the costs of the Directors salary. The foundation's mission is to support charities that help disadvantaged people to play a fuller role in communities across England and Wales.

BRIGHTON OASIS PROJECT
NOTES TO THE ACCOUNTS (Continued)
FOR THE YEAR ENDED 31 MARCH 2014

10 (cont)

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.

The Breadsticks Foundation

Funding was received to support children and young people who are affected by substance misuse in the family.

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

Brighton & Hove City Council (Triple P Secondment)

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 1 April 2013	Incoming resources	Resources expended	Balance at 31 March 2014
	£	£	£	£
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 2014 are represented by				
Tangible fixed assets	35,094	-	-	35,094
Current assets	215,877	20,000	64,184	300,061
Creditors: amounts falling due within one year	(84,453)	-	-	(84,453)
	<u>166,518</u>	<u>20,000</u>	<u>64,184</u>	<u>250,702</u>

BRIGHTON OASIS PROJECT

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2014

13 Commitments under operating leases

At 31 March 2014 the charity had annual commitments under non-cancellable operating leases as follows:

	Other 2014 £	Land and buildings 2014 £	Other 2013 £	Land and buildings 2013 £
Expiry date:				
Within one year	2,387	19,500	4,791	30,000
Between two and five years	2,765	45,500	2,765	32,500
	5,152	65,000	7,556	62,500

The charity has a 5 year repairing lease on 22 Richmond place, Brighton at an annual rental of £10,500 (2013-£10,500). The charity as a lessee, is now under an obligation to return the condition of the property to that extant at the commencement of the lease. Accordingly, the Trustees have designated £20,000 of the unrestricted reserves as a prudent provision for delapidation that will be utilised at 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.