

REGISTERED COMPANY NUMBER: 03447762 (England and Wales)
REGISTERED CHARITY NUMBER: 1065503

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018
FOR
BRIGHTON OASIS PROJECT**



BRIGHTON OASIS PROJECT

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 March 2018**

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 10
Statement of Trustees Responsibilities	11
Report of the Independent Auditors	12 to 13
Statement of Financial Activities	14
Balance Sheet	15 to 16
Cash Flow Statement	17
Notes to the Cash Flow Statement	18
Notes to the Financial Statements	19 to 31
Detailed Statement of Financial Activities	32 to 33

BRIGHTON OASIS PROJECT

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2018**

TRUSTEES	Ms R Cashman (appointed 21.11.17) Ms C M Cochrane (appointed 16.1.18) Ms T Favier Mr C Goss Dr R Kerslake Ms G Whensley Ms J R A Taylor
COMPANY SECRETARY	Ms J Welsh
REGISTERED OFFICE	Globe House 3 Morley Street Brighton East Sussex BN2 9RA
REGISTERED COMPANY NUMBER	03447762 (England and Wales)
REGISTERED CHARITY NUMBER	1065503
AUDITORS	Richard Place Dobson Services Limited Chartered Accountants 1 - 7 Station Road Crawley West Sussex RH10 1HT

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Object

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

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:
 - 1.1 Wish to reduce or cease substance misuse;
 - 1.2 Are currently on a detoxification or maintenance programme, or require continuing care after leaving a rehabilitation service;
 - 1.3 Are ex-substance misuse's or at risk of relapse;
 - 1.4 Are the partners, family or children of substances misuse's.
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. 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.

Our Vision

We work together to support positive behavioural change and growth in women affected by substance misuse. Our aim is to instil hope, nurture courage, create opportunity and restore personal belief in what is possible and achievable for women and their families.

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 minimisation through to total abstinence, which are complemented by specialist services for children, young people and women working in the sex industry.

Overview of our activities

Brighton Oasis Project provides treatment and support services for women in Brighton & Hove and East Sussex with a drug and/or alcohol misuse issue. BOP takes a gender specific approach to addressing substance misuse in recognition of the specific needs of women and their under representation in treatment services.

We have developed a specific programme called POCAR which addresses the harm to children as a result of parental substance misuse. Having historically offered this programme to only mothers, we now offer Male POCAR, working with fathers whose children are open to social services. BOP provides outreach support to women involved in sex work.

Since April 2017, BOP has been part of the Fulfilling Lives project delivery in East Sussex, hosting two teams of staff (based in Hastings and Eastbourne) to deliver specific services to people with multiple and complex needs.

BOP also provides support and care to children and young people affected by a family member's substance misuse with its Young Oasis provision, which encompasses a crèche for children aged 0-11 as well as therapeutic services for children and young people aged 5-18. We also offer a specific therapy service for young women aged 18-25.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

OBJECTIVES AND ACTIVITIES

Public benefit

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.

ACHIEVEMENT AND PERFORMANCE

Services for Adults with a Substance Misuse Problem

Adult services - Brighton and Hove

BOP delivers drug and alcohol treatment services to women over 18 years of age. These services are delivered as part of the Pavilions Partnership with a subcontract from the Cranstoun, the provider which holds the overall contract with the local authority.

BOP delivers all aspects of treatment for women from initial assessment and support through to 1-1 keywork support, care co-ordination and delivery of psycho social and group interventions. BOP partners with Pathways to Health to offer auricular acupuncture, which helps clients to manage their cravings.

The interventions currently offered are as follows;

- " Alcohol Group For women in recovery from alcohol problems
- " POCAR For women whose children are open to children's services (more below)
- " Goal Setting POCAR for women on the POCAR programme
- " My Journey A supplementary voluntary group for any woman
- " Breaking the Cycle Drug Rehabilitation Requirement or (DRR)
- " Phase 2 (recovery group). A post-treatment group with a focus on ETE
- " Auricular acupuncture
- " Smart Group - Peer Support

POCAR (Parenting Our Children Addressing Risk)

We continue to deliver POCAR to parents whose children are at risk or in need due to their substance misuse. The programme offers 16 weeks of structured support around parenting and substance misuse. It includes group work around goal setting and relapse prevention and offers relationship support, self-esteem building as well as an opportunity to participate in creative activities.

Women are offered 1-1 Keywork sessions with an individual worker alongside additional activities such as peer support and acupuncture.

Our male POCAR service operates from a separate building and though the numbers of men referred is less than women it continues to be an important intervention for families where substance use is a feature in children's lives. This programme includes elements of 1-1 support and group work. We have received very positive feedback from our male service users. Whilst BOP retains its core focus on the needs of women and will continue to deliver a gender-specific service model, it recognises that men have a significant role to play in the safe care and wellbeing of children and that programmes should address this need. Supporting men to undertake the parenting role is a key issue to undertake in addressing gender equality.

Oasis Women's Recovery Service (O.W.R.S.) - East Sussex

With funding from East Sussex County Council (ESCC), we set up a small team in September 2016 to develop and deliver services for women in East Sussex. The services, which are currently delivered in Hastings and Eastbourne, aim to improve women's access to treatment and improve recovery rates. We have been running activities and structured, female-only groups for adult women, as well as mother and toddler groups. The initial grant from ESCC funded the project for two years, until September 2018. We were granted additional funding to recruit a new team member in order to increase support for women in East Sussex affected by substance misuse and domestic violence. Our East Sussex team works from a premises in St Leonards, which is managed by Brighton Housing Trust.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

Sex Workers Outreach Project (SWOP) - Brighton and Hove

Our SWOP service is a specialist outreach service for women involved in the sex industry.

We have delivered SWOP in Brighton & Hove for the past 16 years and as such have vast experience identifying, engaging with and supporting women who have been victims of sexual violence and exploitation as well as supporting those women who have made an active choice to work in the sex industry to work more safely and to access health services. We adopt a proactive 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 to report crimes.

SWOP Sussex - pan Sussex

Services for Adults with a Substance Misuse Problem

In July 2017 we began a project to expand the deliver of or SWOP service across Sussex with a 3-year grant from the government's Tampon Tax fund. The service aims to increase the safety and wellbeing of women involved in sex work, improve outcomes for women involved in sex work in relation to recovery from sexual violence and abuse and improve outcomes for women with complex needs who are involved in the sex industry. In October 2017 we launched a project, funded by a Fellowship Grant from Gilead, deliver postal HIV screening to women in the sex industry. This service is delivered online and so is available nation-wide.

Fulfilling Lives - East Sussex

Since April 2017 we have been part of a national initiative aimed at improving front line responses to men and women with multiple and complex needs. Working with very small caseloads these teams in Hastings and Eastbourne are attempting to understand the problems people with complex needs meet in service provision and actively increase service user involvement in commissioning processes. This project is funded by the National Lottery. We have been funded to host the East Sussex teams for 2 years. The teams in East Sussex support around 40 individuals at any time.

Services for Children and Young People (Young Oasis)

Crèche

From its inception, BOP has provided a crèche for babies and children, enabling parents with child care responsibilities to access treatment for their substance misuse or engage in recovery based activities. In utilising our crèche, parents are able to access support to address their problems before they impact significantly on the child. The crèche remains an integral part of our commitment to safeguarding the health and wellbeing of children and young people and provides a valuable early intervention for some of the most vulnerable families in the community. 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 the achievement of their milestones.

Babies and children from a few weeks to 5 years old attend the crèche whilst their parents receive treatment. Older children up to 11 years also attend during school holidays. Some children may attend the crèche several times a week for over a year, whilst others attend more sporadically or for shorter periods.

Staff working in the crèche have appropriate child care qualifications and receive training around the particular issues for our cohort of children. In 2017/18 the crèche was funded by a combination of funding from Charitable Trusts and Foundations as well as a contract with Cranstoun as part of the city wide Pavilions Partnership.

Mellow Parenting

BOP has funding from Trusthouse Charitable Foundation to deliver Mellow parenting - an attachment-based parenting programme for mums with experience of a substance misuse problem. The crèche supported the delivery of this programme in that children attend the crèche for part of the day while their parents access the programme.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Therapy for Children and Young People

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. The initial therapy offer is 16 weeks, but some children have this extended, after careful review, if their circumstances indicate this is required. We also deliver some group activities for children during the school holidays, which are intended to reduce their isolation, increase their resilience and expose them to a broader range of experiences. The majority of funding for Young Oasis comes from Charitable Trusts and Foundations.

YW Therapy

Our Young Women's Therapy service offers 16 weeks of 1:1 therapy to women aged 18-25 with experience of early trauma which has made them vulnerable to a range of problems and disadvantages. These include involvement in the criminal justice system, problems with drug and alcohol use, sexual exploitation, experiencing poor mental and physical health as well as vulnerability to abusive relationships. The service is lead and delivered two days per week from our Young Oasis centre by a Therapist who has a background working with childhood trauma and a particular specialism around the experience of young women. It aims to build resilience and increase wellbeing in the young women in order to counteract some of the harm caused by their early trauma. This service is funded until September 2019 by a grant from the Bloom Foundation.

Hastings YP Therapy

We have a small grant from BBC Children in Need to deliver a therapy service for children and young people in Hastings affected by substance misuse in the family. The service runs for one day per week. This year we received a small grant towards equipment for the therapy room. There is still very little provision for this cohort of young people in the East Sussex area but we continue to build partnerships with local services in order to expand the reach of this work. We will seek further funding to enable us to develop these services further.

How our activities benefit the public

In accordance with the Charities Act 2006, the Brighton Oasis Project is required to confirm that the activities it undertakes to achieve its objectives are all carried out for the public benefit as described by the Charity Commission. The Trustees have described in this report the charitable public benefit of our activities. The Trustees regularly review the Brighton Oasis Project progress against its aims and objectives and confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission. BOP provides specialised substance misuse treatment and support to women as well as support for children and young people affected by substance misuse in the family. We remain one of the only gender specific services in the UK.

Substance misuse has significant problems within the UK and Brighton and Hove have high rates of substance misuse. The impact of this on the individual, the family and society are significant and wide ranging. Treatment for substance misuse has been proven to create economic and social value and addresses some profound inequalities present in society.

A recently launched report by the Children's Commissioner for England looking at vulnerability in children identified that having a parent in drug or alcohol treatment was a potentially "high risk family situation". Much of the work BOP undertakes seeks to address this vulnerability for the benefit of the individual and society as a whole. BOP considers the benefits to the individual, the family and the community in developing its plans and projects.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Achievements and Performance

BOP has a range of services developed to meet specific needs. Some of these are core service provision whilst others are developed on a project or time limited basis. Within the past year we have experienced significant increases in our income and have seen diversification in our income streams as a result of dedicated fundraising and business development efforts in line with our organisational strategy. The following represent significant achievements for the organisation:

- In April 2017 we were awarded a contract via Brighton Housing Trust to host the Fulfilling Lives South East teams in Hastings and Eastbourne. The Big Lottery funded 'Fulfilling Lives' project, which aims to improve responses to people with multiple and complex needs. This represented a significant expansion for Brighton Oasis Project, with over 20 staff being TUPE d into the organisation.
- September 2017 marked our 20th year in operation. In line with our engagement strategy, we launched a series of fundraising and awareness raising events, including an open day with living library and exhibition and an afternoon tea event with writer/broadcaster Sali Hughes
- In October 2017 we were awarded a grant from the Bloom Foundation to deliver 1:1 therapy to young women who have experienced early trauma
- In December 2017 we were awarded a grant from the Home Office to deliver specific interventions to young people and parents of young people at risk of knife crime
- In March 2018 we held an International Women's Day celebration event in Hastings with then Home Secretary Amber Rudd as guest speaker
- Income was increased by 55% on last year as a result of being awarded the Fulfilling Lives contract and seeing good return on fundraising efforts. This has enabled us to work with more beneficiaries
- BOP retained its Investors in People status
- BOP has undertaken a project to refresh its verbal and visual brand identity. The project commenced in year and will complete in 2018/19
- A CQC inspection was undertaken in July 2017. Substance misuse services are not currently rated but feedback was positive with no concerns
- We were inspected by Ofsted in 2017 who were satisfied with the crèche operation

Art of Attachment

In 2017, we launched a prestigious 18-month arts based project in partnership with acclaimed artists, poet Lemn Sissay and choreographer/director, Charlotte Vincent (Vincent Dance Theatre). The project involves an exciting programme of research and creative activity funded by Wellcome Trust and Arts Council England and seeks to explore individual experiences of attachment, an area that is of increasing importance in the fields of substance misuse, mental health and children's services. The project invites BOP clients as well as member of in the wider community to participate in workshops and events run by poet Lemn and Charlotte as well as other artists including filmmaker, Becky Edmunds and painter, Oscar Romp and illustrator, Laura Bissonet.

The Art of Attachment will culminate in a live performance by Vincent Dance Theatre which will be shown on 18th October 2018 at the Attenborough Centre for Creative Arts. Lemn Sissay will also perform a new poem written for the Art of Attachment Project at this event and there will be a permanent installation of Lemn's poem within the city of Brighton and Hove.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Strategic review

This year marked the final year of our 3-year strategic period. Despite huge challenges within the environment in which we operate BOP continues to flourish as an organisation and has experienced significant growth in the last 3 years, both in terms of its income and its reach. Our aims for the previous period can be reviewed as follows;

- Our core services were maintained and driven by excellent quality standards throughout all areas of service delivery as evidenced by our successful CQC and OFSTED inspections.
- We successfully expanded the geographical reach of our services for children and adults with a provision for adult women in Hastings and Eastbourne with a drug or alcohol problem and therapy for young people in Hastings affected by a family member's substance misuse. We host the Fulfilling Lives teams in Eastbourne and Hastings, delivering vital work to people with multiple and complex needs. We continue to expand our SWOP service into the wider Sussex area to meet the needs of women involved in the sex industry.
- The delivery of interventions to women in the Criminal justice System has proved challenging post the Transforming Rehabilitation reforms. Whilst BOP continues to deliver a community sentence for women this area now represents a small percentage of our operation. Subsequent tenders in this area have offered a very low contract value for the volume of work expected and so have not been pursued.
- We are in the third year of delivering the Mellow Parenting programme which contributes to our aim of increasing the early help offer in Brighton & Hove to include longer term support for the most vulnerable families to ensure sustained improvements

Sadly for the individuals and communities we serve demand for our services remains high. Our hope is to exist for as long as we are required; drug and alcohol misuse remains a problem both locally and nationally and has a significant negative impact on women, children and families.

FINANCIAL REVIEW

Financial Review

The financial position of the organisation is a primary concern for the board of trustees with Finance and Fundraising sub group meeting every 2 months for scrutiny and to review performance.

Income in 2017/18 is £434k higher than 2016/17, an increase of 52%. We were successful in bidding for the Fulfilling Lives contract to provide adult services in East Sussex for the next two years. This contract was worth £411k in 2017/18. In addition the decision to employ a dedicated Fundraiser to focus on Community Fundraising and support the CEO with grant applications has met the targets set by the Board.

The accounts show a surplus for 2017/18 of £52k compared with a surplus of £43k in 2016/17, an increase of 21%. We have also increased our provisions for dilapidations on our leased premises in Brighton following the unplanned costs incurred in 2016/17 associated with the end of the lease for 22 Richmond Place.

Unrestricted funds increased by £34k to £206k and restricted funds increased by £18k to £101k.

Fundraising

The principal sources of funding for BOP are grants. No fundraising activities are undertaken with the general public.

FINANCIAL REVIEW

Reserves Policy

The Finance and Fundraising sub group has again reviewed and updated the reserves policy of the charity this year. The Charity is currently dependent on a wide range of income coming from contracts, grants and donations to provide financial stability. Income streams can change over the course of a year as service funding ends and new sources of funding are sought. Financial reserves are required to ensure that the facilities, management and support for the charitable services provided can continue unchanged at such times. The Trustees have agreed to keep a certain level of financial reserves which will be built up from unrestricted income.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

FINANCIAL REVIEW

Reserves Policy

These reserves will ensure that: -

- the central facilities, management and support can continue for a period of 6 months so that charity services can continue while new sources of funding are secured. We have calculated that Reserves for this purpose need to be £180k
- in the worst case scenario leading to closure, the Trustees would also wish to meet its statutory and contractual obligations to staff and suppliers. We have calculated that reserves for this purpose need to be £95k

Therefore unrestricted reserves of £275k are required.

The accounts show that our unrestricted reserves are £206k and have increased by £34k this year. The Trustees are committed to build reserves to the required level in the next financial year and Board have approved a budget that should ensure that unrestricted reserves will meet the policy by 31st March 2019.

Senior Staff Remuneration

BOP does not have an automatic annual pay increase. However, pay levels are reviewed each year by senior management and the board as part of the annual budget cycle. BOP's financial situation and its ability to fund any increases is used to help inform the decision-making process. Senior Staff pay is determined by the Board of Trustees. At present, BOP does not pay salaries directly in line with any specific pay/grading structure. Job descriptions are evaluated based on the level of responsibilities and nature of the tasks and the salary rate is benchmarked against the rates of pay of colleagues and also against similar jobs in similar other organisations and businesses. This is done by researching job vacancy advertisements.

PLANS FOR THE FUTURE

BOP is proud of its history as a provider of treatment and support services for women and children. Advocating for and sustaining gender specific treatment services in a market which is increasingly competitive is a challenge, but a challenge we remain committed to. We want to build on our success, ensure our services are effective and put people's experiences at the heart of our provision. We will provide quality services for women, children and families, including the most vulnerable, with a focus on outcomes. We will continue to advocate for and provide services that recognise the unique life experiences of women, children and men affected by substance misuse. The process of developing plans for the next three-year strategic period has been inclusive and has involved facilitated sessions away from the workplace attended by staff and trustees alongside consultation with staff in more regular meetings. We have identified our main aims for 2018-21 as follows;

1. We will work together in partnerships to improve access to support for women, children and families. We will continue to advocate for gender specific services
2. We will invest in our people, training and infrastructure to better support staff in their roles and to ensure we are delivering efficient effective care
3. We will improve the outcomes we deliver for the people and communities we serve
4. We will develop a digital strategy that reflects what we know about our clients needs
5. We will ensure our long term sustainability as an organisation by managing our finances well and ensuring that we seek fair reward for the services we provide.

STRUCTURE, GOVERNANCE AND MANAGEMENT

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.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

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. The Board of Trustees includes a representative with lived experience of substance misuse. Board members take the lead on different areas of organisational governance. The sub groups in operation are:

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

Recruitment and appointment of trustees

Trustees are generally recruited via word of mouth although we are mindful of the need to ensure the board reflects the diversity of the community it serves. We have in the past attempted to recruit via open recruitment but this has not yielded any interest. The role of trustee is not widely understood in the community at large and it can therefore be difficult to communicate this without face-to-face discussions. Trustees are identified as suitable with reference to analysis of the skills of the current board.

Within the past 12 months 1 Trustee has resigned from the board; our former Chair, Ms Toni Wilkinson. We are very grateful to Toni for her support and dedication for a period over 5 years. To replace the position two existing Trustees, Ms J Taylor and Ms T Favier, were appointed as Co-Chairs of the organisation. Together they have significant experience in the NHS, Local Government and Independent sector. They also bring a strong commitment to women's services. The approach to Co Chairing the organisation is based on an understanding of the demands on the Chair in a voluntary role and that these requirements may be better met with this arrangement.

We are delighted to have recruited 2 new Trustees; R Cashman who brings experience of leadership and risk management, and C Cochrane who brings experience in marketing and communications. We have a robust board of trustees who bring an excellent range of skills and commitment to BOP. There is very good attendance at board meetings and sub groups and a commitment to drive the organisation forward.

The Trustees, who are also the Directors for the purposes of company law, and who served during the year were:

Ms T Wilkinson (Chair) resigned 19/09/2017

Mr C Goss

Ms G Whensley

Dr R Kerslake

Ms J Taylor (appointed Co-Chair 19/09/2017)

Ms T Favier (appointed Co-Chair 19/09/2017)

Ms C Cochrane appointed 16/01/2018

Ms R Cashman appointed 21/11/2017

Induction and Recruitment of trustees

Potential trustees meet with both the Director and the Chair and are provided with information about the role and responsibilities of a trustee. Alongside information about their role and about the organisation, potential and newly recruited trustees are given information from the Charity Commission and other external sources. BOP requests that all Trustees undergo Safeguarding training within 6 months of their appointment and Trustees receive ongoing support in their role, including access to training. Trustees are asked to develop a specific area of interest. A skills audit of the board was undertaken in 2017 to support the recruitment of the two new Trustee. The skills audit will be reviewed again this year in order that we can identify areas in which we believe specific skills could strengthen performance.

Organisational Structure

BOP has grown as an organisation and with that has come a significant increase in employee numbers, including extensive recruitment and changes within teams.

BRIGHTON OASIS PROJECT

REPORT OF THE TRUSTEES for the Year Ended 31 March 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational Structure

On 31.03.2017 BOP employed 32 people on a mixture of full time and part time hours. During the period 1.4.18 to 31.3.18 there were 33 new starters and 14 employees who left. Of the 14 who left 12 were the result of resignations, 1 was the end of a fixed term contract and 1 was as a result of an unsuccessful probationary period.

Of the 33 new starters, 8 were TUPE in April 2017 from two separate organisations as a result of BOP winning a sub-contract to host two Fulfilling Lives East Sussex teams in Eastbourne and Hastings. This is a contract funded by the National Lottery and managed by Brighton Housing Trust. We have been funded to host the East Sussex teams for 2 years so the contract for these 8 members of staff ends 31.03.2019.

As at 31.03.2018 BOP employed 49 people. The majority of these are on variable part time contracts, equating to just over 25.5 full time equivalents.

BOP achieved Investors in People status again in April 2017 with a positive report. HR processes within the organisation have been greatly improved via the introduction of BreatheHR and emphasis continues to be put on line managers and employees to use the full potential of the system.

The organisation continues to be led by the Director who reports to the Board of Trustees. Data related to HR matter is reviewed at Board level via the HR and Health and Safety sub-group. BOP employs independent consultants to provide expertise around HR and financial management.

Our People

The majority of staff are female and work part time. We invest significantly in training and development. As an organisation committed to the rehabilitation and recovery of people who have experienced problems with drugs and alcohol we are proud of offering employment to those who have overcome these issues. We employ staff from a range of professional disciplines including social work, nursing, medicine, child care, counsellors and psychotherapists. Dependent on role staff have access to managerial and external supervision. There are a number of meetings and forums where staff can contribute ideas and suggestions about the work of the organisation. We have worked alongside Brighton Housing Trust to provide internships for people who are returning to the workplace after a long break and who have had problems with their mental health or substance misuse.

Leadership

Within BOP there is a stable, experienced leadership team who work collaboratively to support staff and deliver results. The team who come from a range of disciplines have experience at managing and coaching staff and in operating in a strategic context to ensure BOP remains visible in the community. Managers are experts in their field having developed their skills and knowledge over many years. In light of recent growth, we will undergo a review of our staffing structure in order to ensure BOP has the correct infrastructure to support its robust leadership ongoing.

Risk management

Risk management within the organisation is overseen by a sub group, chaired by a trustee. This sub group was reviewed at the end of 2017 and is attended by trustees Dr Richard Kerslake and Ms Rachel Cashman alongside staff from within the organisation. An action plan is in place to manage the quality and risk management programme of work. The organisation uses a risk register to manage key risks and identify factors to mitigate these. Any new risks are brought to the attention of the sub group and risk assessments are carried out on all new areas of service development. Policies and procedures are in place to guide staff in their work, to ensure consistent quality of delivery for all operational aspects of the organisation. Within the last 12 months key risks identified have been related to staff caseloads.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 3.9.18 and signed on its behalf by:



Ms T Favier - Trustee

BRIGHTON OASIS PROJECT

STATEMENT OF TRUSTEES RESPONSIBILITIES for the Year Ended 31 March 2018

The trustees (who are also the directors of Brighton Oasis Project for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF BRIGHTON OASIS PROJECT

Opinion

We have audited the financial statements of Brighton Oasis Project (the 'charitable company') for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 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 prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BRIGHTON OASIS PROJECT**

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Richard Place Dobson Services Limited

Richard Place Dobson Services Limited

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Chartered Accountants
1 - 7 Station Road
Crawley
West Sussex
RH10 1HT

Date: 14/09/18

BRIGHTON OASIS PROJECT**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 March 2018**

		Unrestricted fund	Restricted fund	31.3.18 Total funds	31.3.17 Total funds
	Notes	£	£	£	£
INCOME FROM					
Donations and legacies	2	22,961	-	22,961	2,809
Charitable activities	4				
Charitable Activities		548,456	690,905	1,239,361	833,160
Investment income	3	844	-	844	383
Other income	5	12,773	-	12,773	5,350
Total		585,034	690,905	1,275,939	841,702
EXPENDITURE ON					
Raising funds	6	31,442	-	31,442	-
Charitable activities	7				
Adult Services Substance Misuse		238,834	319,187	558,021	551,463
Young Person Services		72,614	68,542	141,156	181,335
Creche Services		47,593	-	47,593	66,269
Fulfilling Lives		160,502	285,674	446,176	-
Total		550,985	673,403	1,224,388	799,067
NET INCOME		34,049	17,502	51,551	42,635
RECONCILIATION OF FUNDS					
Total funds brought forward		172,335	83,687	256,022	213,387
TOTAL FUNDS CARRIED FORWARD		206,384	101,189	307,573	256,022

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

BRIGHTON OASIS PROJECT**BALANCE SHEET**

At 31 March 2018

		Unrestricted fund £	Restricted fund £	31.3.18 Total funds £	31.3.17 Total funds £
FIXED ASSETS					
Tangible assets	14	12,748	-	12,748	15,530
CURRENT ASSETS					
Debtors	15	92,017	-	92,017	45,710
Cash in hand		<u>267,854</u>	<u>131,956</u>	<u>399,810</u>	<u>270,352</u>
		359,871	131,956	491,827	316,062
CREDITORS					
Amounts falling due within one year	16	(146,235)	(30,767)	(177,002)	(75,570)
NET CURRENT ASSETS		<u>213,636</u>	<u>101,189</u>	<u>314,825</u>	<u>240,492</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		226,384	101,189	327,573	256,022
CREDITORS					
Amounts falling due after more than one year	17	(20,000)	-	(20,000)	-
NET ASSETS		<u>206,384</u>	<u>101,189</u>	<u>307,573</u>	<u>256,022</u>
FUNDS	18				
Unrestricted funds:					
General fund				206,384	172,335
Restricted funds:					
Restricted Funds				<u>101,189</u>	<u>83,687</u>
TOTAL FUNDS				<u>307,573</u>	<u>256,022</u>

The notes form part of these financial statements

BRIGHTON OASIS PROJECT

BALANCE SHEET - CONTINUED

At 31 March 2018

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

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

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

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

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

The financial statements were approved by the Board of Trustees on 3-9-18 and were signed on its behalf by:


.....
Ms T Favier -Trustee

The notes form part of these financial statements

BRIGHTON OASIS PROJECT**CASH FLOW STATEMENT
for the Year Ended 31 March 2018**

	Notes	31.3.18 £	31.3.17 £
Cash flows from operating activities:			
Cash generated from operations	1	<u>129,617</u>	<u>75,291</u>
Net cash provided by (used in) operating activities		<u>129,617</u>	<u>75,291</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(1,003)	-
Interest received		<u>844</u>	<u>383</u>
Net cash provided by (used in) investing activities		<u>(159)</u>	<u>383</u>
Change in cash and cash equivalents in the reporting period		129,458	75,674
Cash and cash equivalents at the beginning of the reporting period		<u>270,352</u>	<u>194,678</u>
Cash and cash equivalents at the end of the reporting period		<u>399,810</u>	<u>270,352</u>

The notes form part of these financial statements

BRIGHTON OASIS PROJECT

**NOTES TO THE CASH FLOW STATEMENT
for the Year Ended 31 March 2018**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES	31.3.18	31.3.17
	£	£
Net income for the reporting period (as per the statement of financial activities)	51,551	42,635
Adjustments for:		
Depreciation charges	3,785	6,207
Interest received	(844)	(383)
(Increase)/decrease in debtors	(46,307)	11,513
Increase in creditors	<u>121,432</u>	<u>15,319</u>
Net cash provided by (used in) operating activities	<u>129,617</u>	<u>75,291</u>

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2018

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Brighton Oasis Project is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found on the Legal and Administrative information page.

There are no material uncertainties about Brighton Oasis Project's ability to continue as a going concern.

The principal accounting policies used in the preparation of these accounts are.

Income

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 probability over the receipt of the income. The following specific policies are applied to particular categories of income:

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

Investment income is accounted for on a receivable basis.

Expenditure

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 69%
Crèche 12%
Young Person Services 19%

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. These are included within support costs.

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 31 March 2018

1. ACCOUNTING POLICIES - continued

Tangible fixed assets and depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Leasehold improvements	- 20% on reducing balance
Fixtures, fittings & equipment	- Between 20% - 50% on straight line basis

BOP has a capitalisation policy of £1,000. Assets purchased costing less than this amount are not capitalised.

Taxation

The company is a registered charity (number: 1065503).

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Pension costs and other post-retirement benefits

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

Employee staff benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Debtors, cash and creditors

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

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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

Going concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Financial Instruments

The charitable company only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

1. ACCOUNTING POLICIES - continued

Key Judgements and Accounting Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

2. DONATIONS AND LEGACIES

	Unrestricted funds	Restricted funds	31.3.18 Total funds	31.3.17 Total funds
	£	£	£	£
Donations	<u>22,961</u>	<u>-</u>	<u>22,961</u>	<u>2,809</u>

3. INVESTMENT INCOME

	Unrestricted funds	Restricted funds	31.3.18 Total funds	31.3.17 Total funds
	£	£	£	£
Interest receivable	<u>844</u>	<u>-</u>	<u>844</u>	<u>383</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.18 £	31.3.17 £
Grants	Charitable Activities	<u>1,239,361</u>	<u>833,160</u>

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

4. INCOME FROM CHARITABLE ACTIVITIES continued

Grants received, included in the above, are as follows:

	31.3.18	31.3.17
	£	£
Restricted Grants		
Awards for All	9,935	6,783
Lloyds Bank Foundation	11,500	-
Art Council Grant	22,235	-
Home Office	20,000	-
Gilead Project	20,500	-
DCMS - Tampon Tax	59,430	-
Children in Need Early Worker Grant	18,651	-
Fullfilling Lives Delivery Grant	402,426	-
Client Accommodation Grant	856	-
Eaton Fund - Client Carpet Grant	400	-
ESCC - Specialist Project Worker	2,922	-
ESCC Innovation Fund	-	-
BBC Children in Need	4,498	23,806
The Breadsticks Foundation	46,567	45,654
Sussex Community Foundation	4,988	5,000
Trusthouse Charitable Foundation	19,227	19,227
Bloom Foundation	10,000	-
Homity Trust	538	-
Barbara Ward Children's Foundation	1,232	5,000
BHT Fulfilling Lives	35,000	22,500
BHCCG Innovation Fund	-	4,996
South East Dance	-	4,546
Tudor Trust	-	6,040
Wellcome Trust	-	36,000
	<u>690,905</u>	<u>179,552</u>
Unrestricted grants		
Community of the Blessed Virgin Mary	-	3,000
Lankelly Chase	-	3,000
Cranstoun Contract	300,000	415,390
Pebble Trust	4,850	5,342
Specialist Outreach Grant	31,300	31,300
University of Brighton	7,371	14,476
BHCC Charity Support Grant	30,000	25,000
PHE HIV Prevention Grant	22,584	22,584
Community Fundraising	-	9,219
Dodgson Foundation	1,800	-
Triple P Secondment Income	36,800	36,800
Sure Start	2,000	2,000
PSHE (BHCC)	23,167	23,167
ESCC Innovation Fund	88,584	51,290
Chalk Cliff Trust	-	4,040
NHG B&H CCG – Mellow Parenting	-	7,000
	<u>548,456</u>	<u>653,608</u>

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

5. OTHER INCOME

	Unrestricted funds £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
Other Income	<u>12,773</u>	<u>-</u>	<u>12,773</u>	<u>5,350</u>

6. RAISING FUNDS

Raising donations and legacies

	Unrestricted funds £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
Staff costs	26,837	-	26,837	-
Other fundraising costs	<u>4,605</u>	<u>-</u>	<u>4,605</u>	<u>-</u>
	<u>31,442</u>	<u>-</u>	<u>31,442</u>	<u>-</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 8) £	Support costs (See note 9) £	Totals £
Fulfilling Lives	391,889	166,132	558,021
Young Person Services	107,424	33,732	141,156
Creche Services	30,131	17,462	47,593
Adult Services Multiple Complex Needs	<u>398,217</u>	<u>47,959</u>	<u>446,176</u>
	<u>927,661</u>	<u>265,285</u>	<u>1,192,946</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.18 £	31.3.17 £
Staff costs	791,504	469,975
Other costs	<u>136,157</u>	<u>37,085</u>
	<u>927,661</u>	<u>507,060</u>

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

9. SUPPORT COSTS

	Management	Finance	Other	Totals
	£	£	£	£
Fulfilling Lives	44,099	185	121,848	166,132
Young Person Services	8,549	36	25,147	33,732
Creche Services	4,444	18	13,000	17,462
Adult Services Multiple Complex Needs	<u>26,250</u>	<u>117</u>	<u>21,592</u>	<u>47,959</u>
	<u>83,342</u>	<u>356</u>	<u>181,587</u>	<u>265,285</u>

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.18	31.3.17
	£	£
Depreciation - owned assets	3,785	6,207
Auditors remuneration	5,750	2,980
Operating lease payment	<u>59,555</u>	<u>59,555</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

Trustees were repaid expenses during the year of £73 for travel and subsistence (2017 - £27).

BRIGHTON OASIS PROJECT**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018****12. STAFF COSTS**

	31.3.18	31.3.17
	£	£
Wages and salaries	817,454	527,979
Social security costs	64,248	39,403
Other pension costs	<u>16,196</u>	<u>9,977</u>
	<u><u>897,898</u></u>	<u><u>577,359</u></u>

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

	31.3.18	31.3.17
Direct Charitable	40	28
Management and administration	<u>5</u>	<u>3</u>
	<u><u>45</u></u>	<u><u>31</u></u>

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

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

	31.3.18	31.3.17
Direct Charitable	27	18
Management and administration	<u>4</u>	<u>2</u>
	<u><u>31</u></u>	<u><u>20</u></u>

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

The key management personnel of the charity comprise the Director and the Fundraising and Communication Lead. The total employee benefits of key management personnel of the charity were £72,432 (2017 - £77,033).

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME FROM			
Donations and legacies	2,809	-	2,809
Charitable activities			
Charitable Activities	653,608	179,552	833,160
Investment income	383	-	383
Other income	<u>5,350</u>	<u>-</u>	<u>5,350</u>
Total	662,150	179,552	841,702

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES – continued

	Unrestricted fund £	Restricted fund £	Total funds £
EXPENDITURE ON			
Charitable activities			
Fulfilling Lives	468,611	82,852	551,463
Young Person Services	112,955	68,380	181,335
Creche Services	<u>66,269</u>	-	<u>66,269</u>
Total	<u>647,835</u>	<u>151,232</u>	<u>799,067</u>
NET INCOME	14,315	28,320	42,635
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>158,020</u>	<u>55,367</u>	<u>213,387</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>172,335</u></u>	<u><u>83,687</u></u>	<u><u>256,022</u></u>

14. TANGIBLE FIXED ASSETS

	Leasehold improvements £	Fixtures, fittings & equipment £	Totals £
COST			
At 1 April 2017	85,169	17,236	102,405
Additions	<u>-</u>	<u>1,003</u>	<u>1,003</u>
At 31 March 2018	<u>85,169</u>	<u>18,239</u>	<u>103,408</u>
DEPRECIATION			
At 1 April 2017	70,072	16,803	86,875
Charge for year	<u>3,019</u>	<u>766</u>	<u>3,785</u>
At 31 March 2018	<u>73,091</u>	<u>17,569</u>	<u>90,660</u>
NET BOOK VALUE			
At 31 March 2018	<u><u>12,078</u></u>	<u><u>670</u></u>	<u><u>12,748</u></u>
At 31 March 2017	<u><u>15,097</u></u>	<u><u>433</u></u>	<u><u>15,530</u></u>

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade debtors	17,755	200
Other debtors	10,001	12,543
Prepayments and accrued income	<u>64,261</u>	<u>32,967</u>
	<u>92,017</u>	<u>45,710</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade creditors	22,977	21,331
Social security and other taxes	16,989	7,392
Other creditors	1,819	1,195
Deferred income	67,857	37,192
Accruals	<u>67,360</u>	<u>8,460</u>
	<u>177,002</u>	<u>75,570</u>

17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.3.18	31.3.17
	£	£
Dilapidation fund	<u>20,000</u>	<u>-</u>

18. MOVEMENT IN FUNDS

Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

18. MOVEMENT IN FUNDS - continued
2018 Fund Movements

	Funds b/f		Funds c/f	
	1 April 2017	Income	Expenditure	31 March 2018
	£	£	£	£
Awards for All	2,261	9,935	(4,475)	7,451
Lloyds Bank Foundation	-	11,500	-	11,500
Wellcome Trust Grant	36,000	-	(6,851)	29,149
Art Council Grant	-	22,235	(22,235)	-
Home Office	-	20,000	(13,333)	6,667
Gilead Project	-	20,500	(13,667)	6,833
DCMS - Tampon Tax	-	59,430	(59,430)	-
Children in Need Early Worker Grant	5,497	18,651	(19,485)	4,663
Fulfilling Lives Delivery Grant	-	444,301	(444,301)	-
Fulfilling Lives Delivery Grant - repayment fund	-	(41,875)	41,875	-
Client Accommodation Grant	-	856	(856)	-
Eaton Fund - Client Carpet Grant	-	400	(400)	-
ESCC - Special Project Work	-	2,922	(2,922)	-
Innovation Fund	4,163	-	(4,163)	-
Children in Need Grant	1,526	4,498	(6,024)	-
Breadsticks	34,240	46,567	(45,882)	34,925
The Sussex Community Foundation	-	4,988	(4,988)	-
The Trusthouse Charitable Foundation - Mellow Parenting	-	19,227	(19,227)	-
Bloom Foundation	-	10,000	(10,000)	-
Homity Trust	-	538	(538)	-
Barbara Ward Childrens Foundation	-	1,232	(1,232)	-
Fulfilling Lives Activities	-	35,000	(35,000)	-
	<u>83,687</u>	<u>690,905</u>	<u>(673,403)</u>	<u>101,189</u>

The following grants were received in the year where the expenses they were provided to fund had not yet been incurred. These monies have been carried forward as deferred income and are reflected within note 16:

Grant provider	Income received 31.03.18	Income deferred to 31.03.19	Income recognised in SOFA
ESCC - Special Project Work	17,530	14,608	2,922
Bloom Foundation	20,000	10,000	10,000
Barbara Ward Children's Foundation	7,391	6,159	1,232

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

18. MOVEMENT IN FUNDS - continued
2017 Fund Movements

	Funds b/f			Funds c/f
	1 April 2016	Income	Expenditure	31 March 2017
	£	£	£	£
Awards for All	-	6,783	(4,522)	2,261
Barbara Ward Childrens Foundation	-	5,000	(5,000)	-
Comic Relief	15,417	-	(15,417)	-
Police and Crime Commissioner for Sussex Grant	2,767	-	(2,767)	-
Wellcome Trust Grant	-	36,000	-	36,000
South East Dance	2,000	4,546	(6,546)	-
Tudor Trust Grant	-	6,040	(6,040)	-
CON Early Worker Grant	-	5,497	-	5,497
BHT - Fulfilling Lives Delivery Grant	-	22,500	(22,500)	-
Innovation Fund	-	4,996	(833)	4,163
Children in Need Grant	1,583	18,309	(18,366)	1,526
Breadsticks	33,600	45,654	(45,014)	34,240
The Sussex Community Foundation	-	5,000	(5,000)	-
The Trusthouse Charitable Foundation - Mellow Parenting	-	19,227	(19,227)	-
Barbara Ward Childrens Foundation	-	5,000	(5,000)	-
	55,367	179,552	(151,232)	83,687

Art Council England

Match funding was received for the Art of Attachment project to expand the project's scope and reach. The project which aims to explore the theme of attachment through the medium of the arts.

Awards for All

Funding was received to develop and deliver an enhanced volunteer training programme at BOP.

Barbara Ward Children's Foundation

Funding for one year's salary for a Young Person's Psychotherapist to deliver 1-1 therapy to children and young people aged 5-18 years who are affected by a family member's substance misuse.

BBC Children in Need (Main Grant)

BOP received funding towards the costs of an early years worker in the crèche.

BBC Children in Need (Small Grant)

Funding was received to set up and deliver a therapy service to children and young people in Hastings affected by substance misuse in the family.

BHT Fulfilling Lives

Funding was received as part of the Fulfilling Lives Programme. This is a national lottery funded initiative led in East Sussex by Brighton Housing Trust to improve responses to people with multiple and complex needs. We delivered activities to vulnerable women in Hastings as part of this project.

Bloom Foundation

The first of a 2-year grant to enable the delivery of 1-1 therapy to young women aged 18-25 years who experienced early trauma.

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED for the Year Ended 31 March 2018

18. MOVEMENT IN FUNDS - continued

Breadsticks Foundation

Funding was received to provide services for children affected by substance misuse in the family . This includes 1-1 therapy for children aged 5-18.

Department of Media, Culture and Sport - Tampon Tax Grant

2-year funding to support the expansion of our services for sex workers Sussex-wide, including the provision of a dedicated helpline for women involved in the sex industry.

East Sussex County Council Innovation Grant

Supports the delivery of a range of support services for women in East Sussex with a substance misuse problem, including group work and 1-1 support.

Gilead Fellowship

This grant enabled the implementation of a pilot project which tests the take up of postal HIV self-testing kits amongst women in the sex industry.

Home Office – Knife Crime Community Fund

The grant supported the delivery of specialist interventions for young people and parents of young people engaged in or at risk of knife crime.

Homity Trust

Funding for a projector and screen for our Young Oasis centre.

Lloyds Bank Foundation – Enable Grant

The Enable grant was for core costs to support the development of our refreshed brand and to contribute to the implementation of a new database system.

Pebble Trust

Funding to support staffing and equipment for our crèche.

Sussex Community Foundation

Funding to support our therapeutic crèche for children and young people.

Trusthouse Charitable Foundation

Received as part of a 3 year project to improve outcomes for under 2's. BOP will be delivering the Mellow Parenting Intervention; an attachment focused parenting programme.

Wellcome Trust

Funding was received for the development of our project, 'Art of Attachment', which aims to explore the theme of attachment through the medium of the arts. BOP will commission leading poet, Lemn Sissay and choreographer, Charlotte Vincent to facilitate workshops with BOP clients and produce a performative piece.

19. OTHER FINANCIAL COMMITMENTS

	Land and buildings	Other	Land and buildings	Other
	2018	2018	2017	2017
	£	£	£	£
Expiry date:				
Within one year	16,000	-	-	-
Between one and two years	-	7,038	45,500	10,771
Between two and five years	<u>99,688</u>	<u>25,975</u>	<u>32,500</u>	<u>36,206</u>
	<u>115,688</u>	<u>33,013</u>	<u>78,000</u>	<u>46,977</u>

BRIGHTON OASIS PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2018

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.

21. CONTROL

The charity is under the control of the board of Trustees

22. MEMBERS GUARANTEE AND SHARE CAPITAL

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.

BRIGHTON GASIS PROJECT**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2018**

	31.3.18 £	31.3.17 £
INCOME		
Donations and legacies		
Donations	22,961	2,809
Investment income		
Interest receivable	844	383
Charitable activities		
Grants	1,239,361	833,160
Other income		
Other Income	<u>12,773</u>	<u>5,350</u>
Total incoming resources	1,275,939	841,702
EXPENDITURE		
Raising donations and legacies		
Wages	24,092	-
Social security	2,199	-
Pensions	546	-
Other fundraising costs	<u>4,605</u>	<u>-</u>
	31,442	-
Charitable activities		
Wages	718,292	420,595
Social security	58,881	39,403
Pensions	14,331	9,977
Other costs	<u>136,157</u>	<u>37,085</u>
	927,661	507,060
Support costs		
Management		
Wages	75,070	107,384
Social security	3,168	-
Pensions	1,319	-
Long leasehold	3,019	3,775
Fixtures and fittings	<u>766</u>	<u>2,432</u>
	83,342	113,591
Finance		
Bank charges	61	25
Discounts	30	-
Carried forward	91	25

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BRIGHTON OASIS PROJECT

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 March 2018

	31.3.18 £	31.3.17 £
Finance		
Brought forward		
Bad debts	91	25
	<u>265</u>	<u>-</u>
Other	356	25
Rates and water		
Insurance	56,477	52,548
Light and heat	5,047	4,480
Telephone	6,353	6,055
Office - repairs	12,764	9,852
Computer costs	22,466	25,684
Office expenses	5,642	2,341
General project costs	22,333	31,953
Recruitment and training	6,727	4,043
Accountancy and Independent Examination fees	4,326	6,614
Legal and professional	36,486	26,540
	<u>2,966</u>	<u>8,281</u>
	<u>181,587</u>	<u>178,391</u>
Total resources expended	1,224,388	799,067
	<u> </u>	<u> </u>
Net income	<u>51,551</u>	<u>42,635</u>

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