

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024



WORKING TOGETHER TO
END MALE VIOLENCE AGAINST WOMEN

HARBOUR SUPPORT SERVICES
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2024**

Trustees	Marilyn Davies (resigned 1 April 2024) Francesca Cosstick, Vice Chair Stefan Klidzia (resigned 30 September 2023) Christine Mulgrew Louise Hurst Wendy Morris Victoria Duncan, Chair Carol Menabawey (appointed 23 October 2023) Debra McKittrick (appointed 7 May 2024)
Company registered number	04141850
Charity registered number	1086897
Registered office	8 Sydenham Road Hartlepool TS25 1QB
Chief executive officer	Lesley Gibson
Independent auditors	Waltons Business Advisers Limited Chartered Accountants Maritime House Harbour Walk The Marina Hartlepool TS24 OUX
Bankers	Lloyds Bank PLC 128-132 York Road Hartlepool TS26 9DD
Solicitors	Ward Hadaway LLP 102 Quayside Newcastle Upon Tyne NE1 3DX

HARBOUR SUPPORT SERVICES
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their annual report together with the audited financial statements of the charity for the year 1 April 2023 to 31 March 2024. The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Background to our Work

The UK government's definition of domestic abuse is "any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence, or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to psychological, physical, sexual, financial, emotional."

The trauma of experiencing violence and abuse damages physical and emotional health and can have long-lasting negative impacts across a wide range of health, social and economic outcomes. It increases individuals' risks of a broad range of health damaging behaviours and reduces their life prospects in terms of education, employment, and social and emotional wellbeing. The burden of abuse falls heaviest on victims and their families, but also affects those who witness abuse, live with abuse, and fear abuse.

Domestic abuse occurs across our society, regardless of age, gender, race, sexuality, wealth, and geography of the victim or abusers, however evidence shows that women disproportionately experience domestic abuse. This is an internationally recognised phenomenon rooted in gender inequality and historic gender-based roles.

Our Experience and Track Record

Harbour is a specialist domestic abuse charity which has worked for 50 years to improve the lives of individuals and families affected by domestic abuse. In the financial year 2023/24, Harbour supported over 10,270 clients in its domestic abuse services across the Northeast making us one of the largest specialist providers in the country.

During 2023/24 Harbour was contracted to provide domestic abuse services across eight local authority areas: North Tyneside, Northumberland, County Durham, Darlington, Hartlepool, Stockton, Redcar & Cleveland, Newcastle and Middlesbrough. These contracts were secured through a rigorous tendering process and our services are subjected to regular reviews by commissioners to confirm that we maintain consistently high standards. The breadth of our operations means services are continuously improving as we reflect on and respond to learning from all service and geographical areas.

We remain committed to the same principles held by those who formed the organisation in 1974, namely that everyone has the right to live free from violence and abuse, but we have also learnt how to run an effective business and become true specialists in our field. We have not taken a dogmatic approach to our work; we have expanded our services to work with those who perpetrate abuse and now offer a truly family focussed response to those affected by domestic abuse.

The values which define us are rooted in our ability to work without judgement and with empathy and compassion whilst enabling clients to help themselves, as it is through their own empowerment that they will secure a life free from violence and abuse.

Harbour has a good record of steady growth and business development; over the past six years income has

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risen by 83%. Our growth has been steady and planned, mostly secured through winning contracts with local authorities to deliver local services and we have further strengthened our infrastructure over time to support and sustain our growth.

Our Current Services

Refuges

Harbour offers sixty-three units of refuge accommodation to women and any children who are leaving an abusive relationship, across our seven refuge projects in Northumberland, North Tyneside, two in County Durham, Stockton, Hartlepool and Redcar & Cleveland. The refuges offer open access, 24-hour cover and a range of support and guidance services for women and children.

We also have over 31 dispersed properties where clients live semi-independently but with a more intensive support package than a community-based client. Those leaving the refuge or dispersed properties are provided with ongoing support as they establish a new home and re-integrate themselves into the community.

Community Based Services

The Outreach Service provides community-based support and guidance to women and men who are living with or have experienced domestic abuse. Our focus is on increasing the safety and welfare of clients and any children and empowering them to start to make positive changes in their lives. Following a needs and risk assessment, support plans are devised with the client which might cover issues such as: safety, legal, health, parenting, self-esteem/confidence, employment/education, etc. The service is delivered one to one and through groupwork. We currently deliver outreach services in Northumberland, North Tyneside, County Durham, Darlington, Hartlepool, Stockton, and Redcar & Cleveland.

Harbour delivers the IDVA (Independent Domestic Violence Advisor) service to high-risk victims of domestic abuse across Stockton, Hartlepool, Redcar & Cleveland, Darlington, County Durham, Northumberland, and North Tyneside. We support clients at the specialist domestic violence courts in Teesside, County Durham and Northumberland, working closely with colleagues in the Police and other criminal justice agencies. The team works collaboratively with other specialist organisations to help victims to reduce the potential for harm, including those at risk from so called honour-based abuse, forced marriage and female genital mutilation.

We also have specialist IDVA roles including hospital based IDVAs, mental health IDVAs, GP IDVA and Court based IDVAs in Durham/Darlington and Cleveland and Young Person's IDVAs in North Tyneside, Durham/Darlington, and Cleveland.

Children & Young People's Service

The Children & Young People's team works therapeutically with children/young people aged between 0 and 18 years who are living with or have lived with domestic abuse. Services include 1 to 1 and group programmes which cover: emotional intelligence, worries and concerns, self-esteem, blame, anger management, etc.

Comic Relief funded an Early Year's project for 3 years across our refuges to support pregnant mums and those with children under 4 to mitigate the harms caused by domestic abuse. This funding has now ended and we are looking at alternative funding streams to allow us to continue this valuable work.

We have specialist teams working with adolescents who are experiencing abuse within interpersonal relationships and deliver specialist work with young people demonstrating abusive behaviours towards parents/carers to reduce the risks and guide the young people to change their behaviours.

Preventions service

Harbour's preventions service works with men and women who are abusive and controlling towards their partners or family members, offering a range of interventions from awareness raising sessions through to full behaviour change programmes. The long-term programme carries the 'Respect' accreditation which indicates that it operates to the highest professional standards and puts victim safety at the heart of its operation. The

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team offers services in Stockton, Hartlepool, Durham, Darlington, Middlesbrough, Redcar & Cleveland, North Tyneside, Newcastle and Northumberland. Interventions with abusers are offered alongside Harbour's Victim Safety support, to ensure the views of the victim are reflected in the assessment process and when we measure the impact of the service.

Harbour is also commissioned by Respect to offer their Make a Change programme in County Durham, which provides an early intervention offer to those using harmful behaviours in their relationships.

Counselling

Harbour provides specialist counselling services in Stockton, Hartlepool, Durham, Darlington, Redcar & Cleveland and North Tyneside to women and men affected by domestic abuse. Harbour is a member of the British Association of Counselling and Psychotherapy and as such operates within the BACP Ethical Framework.

Partnership Work

Working closely with partner agencies, we continue to offer a multi-agency response to our clients and their families. In each of the areas in which we work we have developed strong links at practitioner and strategic levels to ensure we can offer the best service to clients.

Harbour has staff co-located within multi agency teams to provide specialist domestic abuse advice including Durham Constabulary, and several social care and early intervention teams, including multi agency safeguarding hubs.

Training

Harbour delivers training to staff from a range of organisations about domestic abuse and its impact on families, including as part of the Local Safeguarding Children's Board training programmes. These services can be tailored to meet the organisation's needs and cover issues such as safety planning and working with perpetrators. During 2024 we also developed a new role that works closely with local authorities as part of their workforce development, to deliver training in line with legislation and ensure domestic abuse and local services remain at the forefront of local authority delivery.

Our Staff

The quality and effectiveness of our services is significantly influenced by the attitude and competence of the staff we employ, hence our commitment to recruiting the best candidates then inducting, training, supervising, and supporting them effectively. We employ over 200 staff who are committed and passionate about the work we undertake and provide them with ongoing personal and professional development throughout their employment. This enables us to provide a quality service which delivers outcomes for clients. Harbour has been an Investor in People organisation since 2006, and a review in 2022 confirmed our 'Silver' accreditation. We also hold the Gold Better Health at Work Award for our commitment to promote health and wellbeing at home and work.

Our Approach to Support

Our approach to support puts the client and their needs and wishes at the forefront. Many of those referred to Harbour for support have experienced significant trauma from domestic abuse and our work with them needs to be 'trauma-informed' or we will fail to engage with them and provide effective support. We seek to understand and acknowledge the strengths within families to build upon these and in turn identify and evaluate the difficulties and risks they are facing and seek to minimise these. Our role is not to direct the actions of our clients but to provide them with understanding and awareness of their situation and the options available to them. Safeguarding is always a priority, to ensure that vulnerable adults and any children living with domestic abuse are protected from further harm.

We collaborate in effective partnerships with multiple organisations as the issues facing our clients cannot be met by the efforts of one organisation but rather the combined and co-ordinated efforts of many organisations with the shared purpose of enabling individuals and families to thrive free from abuse.

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Review of the Year

Demand for our services has continued to increase in 2023/24 across all areas and all services.

Our achievements in 2023/24:

- Appointed to deliver preventions work in Newcastle, working alongside Respect and OPCC, following a full procurement exercise.
- Launched new accommodation based service in Hartlepool, working with clients with multiple unmet needs.
- Received further Respect accreditation status for our Make a Change services.
- Continue to be innovative in relation to creating new opportunities. This includes a dedicated workforce development role working closely with the local authority to provide training and development opportunities.
- Awarded the Women's Aid Standards after going through a rigorous assessment process.
- Accommodated further increases in referrals through the year, working with more clients than in any previous year.
- Received the Investors in People award for UK Employer of the Year for Silver at an awards ceremony.
- We are proud to have secured a significant social investment loan from Social and Sustainable Capital (SASC) to expand our range of safe accommodation for those escaping abuse.

As a result of our work we have enabled victims to increase their safety, reduce the risks they are facing and in turn improve the quality of their lives. We have enabled children and young people to recover from their experiences of domestic abuse, see that they are not to blame and helped them to aspire for their future. We have also given those being abusive the tools and support they need to make changes in their lives which will have a positive impact upon them, their families, and the wider community.

OUR AIMS & ASPIRATIONS

Objects

The Charity's objects are specifically restricted to relieve the needs of families and individuals affected by domestic abuse.

Our Vision

Working towards a society free from violence and abuse.

Our Values

We have committed to upholding the following values in all that we do:

- Respectful
- Empowering
- Safe
- Passionate
- Equal
- Client-focused
- Trustworthy

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Our Aims

Our aims are:

1. Enable families & individuals to improve their lives by providing advice, support, and information to victims of domestic abuse.
2. Enable adults experiencing domestic abuse to improve their lives by providing safe, quality accommodation and support for them and any children.
3. Enable children & young people experiencing domestic abuse to increase their safety and lead healthy, productive lives.
4. Challenge and change the behaviours of those who perpetrate domestic abuse to improve the safety of victims and children.
5. Develop and innovate new services which improve the lives of families and individuals experiencing domestic abuse.
6. Review and continuously improve services in line with the needs of all stakeholders.
7. Deliver quality services by working effectively and efficiently.
8. Engage with the communities we serve.

Our longer-term aims are:

1. To sustain our position as the primary provider for domestic abuse services in the North of England.
2. To seek opportunities to develop and extend services to enable business growth.

Our Public Benefit

Since 1974 Harbour has worked to achieve positive outcomes for vulnerable families through services addressing domestic abuse. Positive outcomes of this work include improved safety for victims and their families, improved mental and physical health, increased self-esteem and confidence, opportunities to access training, education and employment, achievement of children and young people at school, reduced offending behaviours amongst perpetrators and young people.

In 2023/24 services were offered across County Durham, Hartlepool, Stockton, North Tyneside, Northumberland, Redcar & Cleveland, Middlesbrough, Newcastle and Darlington. Refuge services are offered to all women and any children, outreach services are available for men, women and children, counselling services can be accessed by men and women aged over 17, the preventions service is open to men and women aged 18+.

Referral criteria are well publicised and ensure services are targeted at those with greatest need, to safeguard vulnerable children, young people, and adults at risk of harm. Harbour can be contacted by those needing support 24 hours a day, 7 days a week through the telephone and through private messaging on its social media channels and Live Chat on the website.

The Trustees and Directors consider that they have complied with their duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

Our approach to Fundraising

Harbour is registered with the Fundraising Regulator and upholds its fundraising principles and code of practice, which includes how we would deal with vulnerable people in our fundraising activities. Registration with the regulator commits Harbour to following the highest standards in all its fundraising activities, to act with respect and integrity in its dealings with supporters, to welcome feedback and act when required and to maintain confidentiality and comply with the GDPR regulations. The organisation is transparent about how it uses donations and gives feedback to supporters on the impact of their donation.

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Harbour also has a complaints procedure for its fundraising activities and has not received any fundraising complaints during the year.

Our Future Plans

Harbour's priorities for the coming year and beyond are to:

- Ensure those with lived experience continue to influence the development of our services.
- Maintain current contracts through tendering processes.
- Secure new funding to enhance present service levels.
- Seek opportunities to develop and deliver innovative services to meet the needs of individuals and families and reduce the impact and incidence of domestic abuse.
- Continue to develop services which are family focused and trauma informed.
- Work in a co-ordinated way with other organisations to meet the needs of families.
- Promote Harbour as a leading provider of domestic abuse services across the region.
- Enhance Harbour's involvement within multi agency networks across the region.
- Continue to invest in staff training and development and staff wellbeing to ensure Harbour provides high quality services.
- Develop the housing offer across Harbour support services
- Ensure domestic abuse remains a regional and national priority.

Objectives and activities

Achievements and performance

FINANCIAL REPORTS

• **Principal funding**

Project	Funding sources	Income	Expenditure
Refuge Accommodation	Darlington Borough Council Stockton Borough Council North Tyneside Council Hartlepool Borough Council Durham County Council Northumberland County Council Redcar and Cleveland Borough Council Rent	£1,679,913	£1,804,632
Adult Services	Darlington Borough Council Stockton Borough Council North Tyneside Council Hartlepool Borough Council Durham County Council Northumberland County Council Redcar and Cleveland Borough Council Cleveland PCC	£3,958,404	£3,808,522

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Children & Young People	Stockton Borough Council Durham County Council Hartlepool Borough Council North Tyneside Council Northumberland County Council Redcar and Cleveland Borough Council Children in Need	£590,162	£616,099
Preventions	Durham County Council Stockton Borough Council Northumberland County Council Redcar and Cleveland Borough Council Hartlepool Borough Council Home Office	£657,631	£676,761

Overall the charity had a net surplus in the year of £18,646. This is made up of a deficit on unrestricted funds of £184,331, after transfers into projects and a surplus, after transfers, on restricted funds of £202,977.

The charity has restricted reserves of £1,559,523 and unrestricted reserves have decreased to £553,112.

The charity is holding the majority of its reserves in deposit accounts.

Investment policy and performance

The Trustees and Directors are permitted by the Articles of Association to invest any surplus funds of the charity not immediately required for the furtherance of its objects. The agreed policy is to place such funds on deposit in a high interest-bearing bank account which will still allow access to the funds if necessary. The rate of interest received is considered adequate.

Reserves policy

Harbour works within its agreed Reserves Policy which takes account of the organisation's future needs, opportunities, contingencies, and risks.

The minimum level of reserves required is based upon the following:

- Four months' running costs (support salaries, utilities, rent, administration etc) this comes to £286k.
- Redundancy / maternity cover requirements of £50k
- Cover for retrospective funding payments to cover the gap between incurring costs of undertaking work and receiving the grant of £50k.

In total this comes to £386k.

At the year-end Harbour had unrestricted reserves of £553,112 of which free reserves are £491,273, which is greater than the target reserves. The Trustees have designated £372,793 leaving undesignated reserves of £118,480.

Harbour uses any income that is not restricted by its source towards the reserves target.

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Structure, governance and management

● **Constitution**

The company is a charitable company limited by guarantee and was set up by a Memorandum of Association on 16 January 2001. In 2007, the company changed its name from North Tees Women's Aid to Harbour Support Services. A revised Articles of Association was adopted by Special Resolution on 20 March 2013.

● **Methods of appointment or election of Trustees**

The Board of Management comprises up to 12 trustees who are appointed following a rigorous selection procedure.

● **Organisational structure and decision-making policies**

Harbour is administered by a board of unpaid Trustees serving alongside the paid Chief Executive and senior leadership team. The Chief Executive oversees the operations on a day-to-day basis under delegated authority and reports to the Board, which approves major decisions and has overall responsibility for all Harbour activities.

● **Policies adopted for the induction and training of Trustees**

Harbour has policies, a code of conduct and Handbook for Trustees to ensure they are informed about all aspects of the organisation and what is expected of their role. Trustees can access training via a range of internal and external training opportunities to ensure they have the skills and knowledge to perform their duties.

Wider network

Harbour is a full member of the Women's Aid Federation of England, the British Association of Counselling and Psychotherapy and Respect.

● **Pay policy for key management personnel**

Harbour's pay policy offers fair pay to attract and keep appropriately qualified, experienced staff to lead, manage, support, and deliver the charity's aims.

The Trustees and Directors are responsible for setting the remuneration level for the charity's Chief Executive. This post then has delegated responsibility to set and review salaries for other staff.

When setting and reviewing the Chief Executive's remuneration the Trustees and Directors consider:

- a. the purposes, aims and values of the charity, and its beneficiaries' needs,
- b. how this affects pay policy for all employees, and for the senior staff in particular,
- c. how pay is linked to the skills, experiences, and competencies that the charity needs from its Chief Executive,
- d. the charity's current business plan,
- e. the charity's ability to pay,
- f. how increasing pay, particularly at senior levels, would be perceived by employees, donors, and beneficiaries,
- g. whether it's affordable, including in the longer term (based on a risk assessment of future income and expenditure),
- h. information on pay policies and practices in other organisations that could help guide a decision on whether a level of pay is fair,
- i. the wider 'employment offer' they can make, where pay is one part of a package that includes personal

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FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management (continued)

development, personal fulfilment, and association with the charity's cause.

● **Financial risk management**

The Trustees are aware of the key risks facing the business and ensure measures are in place to mitigate these.

To mitigate the risk of losing income through the loss of a contract or end of a grant, Harbour maintains the delivery of quality services, prepares quality tender submissions and pro-actively seeks funds from grant givers.

To mitigate the potential of fraud leading to financial loss, the organisation has financial control systems which are monitored by the Chief Executive. Regular reports are made to the Board on the working of these systems in relation to any major risks identified in connection with the company's activities and their mitigation. The control systems include financial management policies, covering effective financial management, business planning, budget monitoring, delegated authorities, audited accounts, and risk management. These policies are reviewed on an annual basis.

To mitigate the risks presented by staff working with vulnerable adults and children, Harbour operates safe recruitment practices including conducting Disclosure Bureau System checks for all staff, volunteers and trustees and verifying references. In addition, a robust staff supervision system is in place and an annual appraisal process.

In relation to health and safety, Harbour conducts regular risk assessment of work activities, (including lone working), buildings and fire safety. These are documented in Health & Safety policies which are reviewed at least every two years.

Harbour also has a Business Continuity Policy which was thoroughly tested through the Covid pandemic and has proved effective in maintaining operations and enabling staff to work safely.

A comprehensive Risk Register is available should further detail be required.

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Statement of Trustees' responsibilities

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report 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 . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees and Directors are responsible for preparing the Annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Disclosure of information to auditors


Each of the persons who are Directors at the time when this Annual report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Waltons Business Advisers, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:


Victoria Duncan
(Chair of Trustees)
Date: 26 June 2024

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HARBOUR SUPPORT SERVICES

UNQUALIFIED OPINION

We have audited the financial statements of Harbour Support Services (the 'charitable company') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the related notes, 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, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

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 2024 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 Charities Act 2011.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

CONCLUSION RELATING TO GOING CONCERN

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HARBOUR SUPPORT SERVICES
(CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the annual report other than the financial statements and our auditors' report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. 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 course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. 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 (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the trustees' responsibilities statement, 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.

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HARBOUR SUPPORT SERVICES
(CONTINUED)

AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 an auditors' report 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We gained an understanding of the legal and regulatory framework applicable to the company and the area in which it operates, and considered the risk of acts by the Charity that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We identified the greatest potential for fraud in the following areas: existence and timing of recognition of income and management override of controls (especially in the posting of journals). We discussed these risks with management and designed audit procedures as follows:

- to test the timing and existence of revenue,
- to review journals posted to key control accounts or posted around the year end, to look for potential "window dressing" as well as looking at a sample throughout the year.

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 auditors' report.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF HARBOUR SUPPORT SERVICES
(CONTINUED)

USE OF OUR REPORT

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Waltons Business Advisers Limited

Chartered Accountants
Statutory Auditors

Maritime House
Harbour Walk
The Marina
Hartlepool
TS24 OUX

29 July 2024

Waltons Business Advisers Limited are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
INCOME FROM:					
Charitable activities	4	6,838,627	47,483	6,886,110	6,526,400
Other trading activities	3	4,523	59,151	63,674	52,680
Investments		-	2,864	2,864	1,340
TOTAL INCOME		6,843,150	109,498	6,952,648	6,580,420
EXPENDITURE ON:					
Raising funds	5	-	27,988	27,988	25,163
Charitable activities	6	6,712,884	193,130	6,906,014	5,764,784
TOTAL EXPENDITURE		6,712,884	221,118	6,934,002	5,789,947
NET INCOME/(EXPENDITURE)		130,266	(111,620)	18,646	790,473
Transfers between funds	17	72,711	(72,711)	-	-
NET MOVEMENT IN FUNDS		202,977	(184,331)	18,646	790,473
RECONCILIATION OF FUNDS:					
Total funds brought forward		1,356,546	737,443	2,093,989	1,303,516
Net movement in funds		202,977	(184,331)	18,646	790,473
TOTAL FUNDS CARRIED FORWARD		1,559,523	553,112	2,112,635	2,093,989

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 20 to 38 form part of these financial statements.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)
REGISTERED NUMBER: 04141850

BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	12	167,988	7,579
Investments	13	402,163	401,066
		<u>570,151</u>	<u>408,645</u>
CURRENT ASSETS			
Debtors	14	689,412	877,592
Cash at bank and in hand		1,364,972	1,232,435
		<u>2,054,384</u>	<u>2,110,027</u>
Creditors: amounts falling due within one year	15	(334,632)	(424,683)
NET CURRENT ASSETS		<u>1,719,752</u>	<u>1,685,344</u>
Creditors: amounts falling due after more than one year	16	(177,268)	-
TOTAL NET ASSETS		<u><u>2,112,635</u></u>	<u><u>2,093,989</u></u>
CHARITY FUNDS			
Restricted funds	17	1,559,523	1,356,546
Unrestricted funds	17	553,112	737,443
TOTAL FUNDS		<u><u>2,112,635</u></u>	<u><u>2,093,989</u></u>

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)
REGISTERED NUMBER: 04141850

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2024

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Victoria Duncan
(Chair of Trustees)

Date: 26 June 2024

The notes on pages 20 to 38 form part of these financial statements.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash used in operating activities	121,730	802,195
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of tangible fixed assets	(168,228)	-
Interest from investments	2,864	1,340
Payments made on hire purchase liabilities	-	(251)
NET CASH (USED IN)/PROVIDED BY INVESTING ACTIVITIES	(165,364)	1,089
Cash inflows from new borrowing	177,268	-
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	133,634	803,284
Cash and cash equivalents at the beginning of the year	1,633,501	830,217
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	1,767,135	1,633,501

The notes on pages 20 to 38 form part of these financial statements

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

1. GENERAL INFORMATION

The charity is a private company limited by guarantee, incorporated in England and Wales. The members of the charity are the Trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Harbour provides holistic and other support services to address all aspects of domestic abuse.

The principal and registered office address is:

8 Sydenham Road
Hartlepool
TS25 1QB

2. ACCOUNTING POLICIES

2.1 Basis of preparation of financial statements

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Harbour Support Services meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Trustees, having made due and careful enquiry and preparing forecasts, are of the opinion that the charity has adequate working capital to execute its operations over the next 12 months. The Trustees therefore, have made an informed judgement, at the time of approving the financial statements, that there is reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. As a result the Trustees have continued to adopt the going concern basis of accounting in preparing the annual financial statements.

2.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. ACCOUNTING POLICIES (CONTINUED)

2.4 Income

Voluntary income is included in the statement of financial activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Income received in advance of due performance under contract is accounted for as deferred income until earned.

Grant income is included when the related conditions for legal entitlement to the grant have been met.

All other income is accounted for on an accruals basis.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Costs of raising funds are costs incurred in attracting voluntary income.

2.6 Tangible fixed assets and depreciation

All assets costing more than £1,000 and with a useful life of more than one year are capitalised. Assets with a cost of less than £1,000 and which are considered to have a useful life of less than one year are treated as consumable goods and written off to expenditure when purchased.

Furniture within refuges is not capitalised on inception of the contract and any ongoing costs are treated as refurbishment going through the statement of financial activity.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed assets may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

2. ACCOUNTING POLICIES (CONTINUED)

2.6 Tangible fixed assets and depreciation (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Freehold property	- over 50 years
Long-term leasehold property	- over 10/15 years
Motor vehicles	- over 3 years
Fixtures and fittings	- over 3/5 years
Household goods	- over 3/5 years

2.7 Operating lease

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

2.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

2.9 Pensions

The charity contributes to a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

2.10 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.11 Cash and cash equivalents

Cash at bank and 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.

2.12 Financial instruments

The charity only has financial assets and financial 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.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

3. ACTIVITIES FOR GENERATING FUNDS

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Fundraising income	4,523	54,951	59,474	760
Student placements	-	4,200	4,200	51,920
	4,523	59,151	63,674	52,680
<i>Total 2023</i>	-	52,680	52,680	

4. INCOME FROM CHARITABLE ACTIVITIES

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Children & young people	590,162	-	590,162	492,739
Preventions	657,631	-	657,631	593,265
Refuge accommodation	1,679,913	-	1,679,913	1,365,058
Adult services	3,910,921	47,483	3,958,404	4,075,338
	6,838,627	47,483	6,886,110	6,526,400
<i>Total 2023</i>	6,492,760	33,640	6,526,400	

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

5. RAISING FUNDS

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Travel	2,061	2,061	458
Communications	4,648	4,648	5,080
Other costs	3,041	3,041	1,015
Outsourced services	17,738	17,738	15,711
Staff costs	500	500	2,899
	<u>27,988</u>	<u>27,988</u>	<u>25,163</u>
<i>Total 2023</i>	<u>25,163</u>	<u>25,163</u>	

6. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

Summary by fund type

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total 2024 £	<i>Total 2023 £</i>
Children & young people	607,733	8,366	616,099	453,099
Preventions	660,012	16,749	676,761	570,011
Refuge accommodation	1,737,170	67,462	1,804,632	1,422,128
Adult services	3,707,969	100,553	3,808,522	3,319,546
	<u>6,712,884</u>	<u>193,130</u>	<u>6,906,014</u>	<u>5,764,784</u>
<i>Total 2023</i>	<u>5,664,454</u>	<u>100,330</u>	<u>5,764,784</u>	

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Children & young people	573,195	42,904	616,099	453,099
Preventions	590,937	85,824	676,761	570,011
Refuge accommodation	1,589,933	214,699	1,804,632	1,422,128
Adult services	3,293,590	514,932	3,808,522	3,319,546
	<u>6,047,655</u>	<u>858,359</u>	<u>6,906,014</u>	<u>5,764,784</u>
<i>Total 2023</i>	<u>5,082,307</u>	<u>682,477</u>	<u>5,764,784</u>	

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Children & young people 2024 £	Preventions 2024 £	Refuge accommoda- tion 2024 £	Adult services 2024 £	Total funds 2024 £	Total funds 2023 £
Staff costs	515,877	564,216	389,048	3,154,508	4,623,649	3,841,881
Depreciation	-	-	4,429	-	4,429	316
Printing, postage & stationery	-	147	20,490	1,692	22,329	12,033
Property costs	10,242	7,430	939,836	7,938	965,446	807,374
Training	750	-	-	26	776	-
Travel	12,160	6,343	4,440	44,721	67,664	60,805
Communications	5,592	6,546	21,240	41,376	74,754	94,445
Other costs	28,574	6,255	102,780	38,141	175,750	159,931
Outsourced services	-	-	-	-	-	2,337
Rent arrears	-	-	98,585	5,188	103,773	87,916
Laundry equipment	-	-	9,085	-	9,085	11,069
Other professional services	-	-	-	-	-	4,200
	573,195	590,937	1,589,933	3,293,590	6,047,655	5,082,307
<i>Total 2023</i>	<i>418,965</i>	<i>501,741</i>	<i>1,251,460</i>	<i>2,910,141</i>	<i>5,082,307</i>	

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Children & young people 2024 £	Preventions 2024 £	Refuge accommoda- tion 2024 £	Adult services 2024 £	Total funds 2024 £	Total funds 2023 £
Staff costs	15,777	31,557	78,891	189,337	315,562	221,612
Depreciation	163	326	814	1,953	3,256	4,565
Printing, postage & stationery	286	574	1,434	3,442	5,736	4,686
Property costs	3,589	7,180	17,951	43,082	71,802	62,433
Training	1,843	3,688	9,219	22,126	36,876	33,973
Travel	827	1,657	4,142	9,941	16,567	12,822
Communications	7,368	14,737	36,841	88,420	147,366	118,821
Other costs	5,850	11,702	29,398	70,211	117,161	125,934
Outsourced services	3,678	7,357	18,394	44,144	73,573	69,829
Business development costs	9	18	44	106	177	11,254
Other professional services	2,492	4,985	12,462	29,908	49,847	5,401
Governance costs	1,022	2,043	5,109	12,262	20,436	11,147
	42,904	85,824	214,699	514,932	858,359	682,477
<i>Total 2023</i>	<i>34,134</i>	<i>68,270</i>	<i>170,668</i>	<i>409,405</i>	<i>682,477</i>	

Support costs have been allocated to charitable activities based on staff numbers and staff time attributable to the activities. The method for allocation is 25% refuge accommodation, 5% children and young people, 60% adult services and 10% preventions.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

8. GOVERNANCE COSTS

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Auditors' remuneration	19,164	19,164	10,000
Indemnity insurance	1,272	1,272	1,272
Total 2024	20,436	20,436	11,272
<i>Total 2023</i>	<i>10,097</i>	<i>10,097</i>	

9. AUDITORS' REMUNERATION

The auditors' remuneration amounts to an auditor fee of £9,575 (2023 - £8,825), and accountancy services of £3,935 (2023 - £1,175).

10. STAFF COSTS

	2024 £	2023 £
Wages and salaries	4,501,205	3,691,515
Social security costs	349,290	297,810
Contribution to defined contribution pension schemes	89,216	77,067
	4,939,711	4,066,392

The average number of persons employed by the charity during the year was as follows:

	2024 No.	2023 No.
Children & young people	33	31
Preventions	34	35
Support (including fundraising)	25	16
Refuge accommodation	27	24
Adult services	194	194
	313	300

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

10. STAFF COSTS (CONTINUED)

The average headcount expressed as full-time equivalents was:

	2024	<i>2023</i>
	No.	<i>No.</i>
Children and Young People	17	<i>14</i>
Preventions	21	<i>16</i>
Support (including fundraising)	6	<i>6</i>
Refuge accomodation	10	<i>11</i>
Adult services	117	<i>103</i>
	<hr/> 171 <hr/>	<hr/> <i>150</i> <hr/>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2024	<i>2023</i>
	No.	<i>No.</i>
In the band £80,001 - £90,000	1	<i>-</i>

11. TRUSTEES' REMUNERATION AND EXPENSES

During the year, no Trustees received any remuneration or other benefits (*2023 - £NIL*).

During the year ended 31 March 2024, no Trustee expenses have been incurred (*2023 - £NIL*).

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Long-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Other fixed assets £	Total £
Cost						
At 1 April 2023	-	174,012	12,097	181,179	66,853	434,141
Additions	113,409	-	-	-	54,819	168,228
At 31 March 2024	113,409	174,012	12,097	181,179	121,672	602,369
Depreciation						
At 1 April 2023	-	169,152	12,097	178,460	66,853	426,562
Charge for the year	-	2,246	-	1,288	4,285	7,819
At 31 March 2024	-	171,398	12,097	179,748	71,138	434,381
Net book value						
At 31 March 2024	113,409	2,614	-	1,431	50,534	167,988
At 31 March 2023	-	4,860	-	2,719	-	7,579

13. FIXED ASSET INVESTMENTS

	Unlisted investments £
Cost or valuation	
At 1 April 2023	401,066
Additions	1,097
AT 31 MARCH 2024	402,163

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

14. DEBTORS

	2024 £	2023 £
Due within one year		
Trade debtors	92,115	84,787
Other debtors	3,779	727
Prepayments	86,775	52,260
Accrued income	506,743	739,818
	<u>689,412</u>	<u>877,592</u>

15. CREDITORS: Amounts falling due within one year

	2024 £	2023 £
Trade creditors	120,335	129,527
Other taxation and social security	77,085	63,222
Other creditors	19,108	2,591
Accruals and deferred income	118,104	229,343
	<u>334,632</u>	<u>424,683</u>

	2024 £	2023 £
Deferred income at 1 April 2023	31,299	-
Resources deferred during the year	-	31,299
Amounts released from previous periods	(31,299)	-
	<u>-</u>	<u>31,299</u>

Deferred income consists of grant and contract income where a time condition is included in the initial offer and it is specified as being for use after the year end.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

16. CREDITORS: Amounts falling due after more than one year

	2024	2023
	£	£
Other loans	177,268	-
	<u><u>177,268</u></u>	<u><u>-</u></u>

The loans are secured over the freehold property.

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2024 £
Unrestricted funds					
Designated funds					
Designated funds	358,793	-	(25,000)	39,000	372,793
General funds					
General Funds	378,650	109,498	(196,118)	(111,711)	180,319
Total Unrestricted funds	737,443	109,498	(221,118)	(72,711)	553,112
Restricted funds					
Refuge accomodation	125,879	1,670,591	(1,594,214)	(33,130)	169,126
Adult services	809,479	3,802,918	(3,824,560)	119,072	906,909
Recovery funding	-	121,848	(134,344)	12,496	-
Children & young people	136,784	590,162	(568,829)	47,104	205,221
Preventions services	284,404	657,631	(590,937)	(72,831)	278,267
	1,356,546	6,843,150	(6,712,884)	72,711	1,559,523
Total of funds	2,093,989	6,952,648	(6,934,002)	-	2,112,635

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

17. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2023 £</i>
Unrestricted funds					
Designated funds	327,537	-	(14,941)	46,197	358,793
General Funds	356,204	87,660	(110,552)	45,338	378,650
Total Unrestricted funds	683,741	87,660	(125,493)	91,535	737,443
Restricted funds					
Refuge accomodation	66,881	1,345,846	(1,245,766)	(41,082)	125,879
Adult services	249,436	3,985,242	(3,403,404)	(21,795)	809,479
Recovery funding	16,263	75,668	(91,931)	-	-
Grants for clients	2,491	-	(2,491)	-	-
Children & young people	80,184	492,739	(419,117)	(17,022)	136,784
Preventions services	204,520	593,265	(501,745)	(11,636)	284,404
	619,775	6,492,760	(5,664,454)	(91,535)	1,356,546
Total of funds	1,303,516	6,580,420	(5,789,947)	-	2,093,989

HARBOUR SUPPORT SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

17. STATEMENT OF FUNDS (CONTINUED)

Designated funds

The Trustees reviewed the general funds held and have designated the following amounts:

- £42,500 to cover any potential liabilities arising on the loss of a contract.
- £50,000 to enable the charity to support projects in deficit as a result of funding shortages.
- £75,293 as a development fund. The money carried forward will be used to support growth and core infrastructure.
- £105,000 to develop the dispersed properties. There was expenditure on this as planned in the current year and a further £80,000 has been designated for the planned growth in this area next year
- £50,000 held for refurbishment and maintenance of refuge properties.
- £50,000 held for the development of a preventions strategy.

Restricted funds

The refuge accommodation balance represents unspent income which was received towards the costs of repairs and renewals.

The adult services represents monies received to provide support services for victims of domestic abuse from various sources including local authority contracts. There are balances carried forward at the year end. There was a transfer in during the year to cover business support costs from the general fund, other individual projects were able to pass a surplus up to the general fund.

The Recovery funding is for the ongoing work within the recovery project.

The children & young people's balance represents monies received from various sources to support children.

The preventions services balance represents funding received to work with the perpetrators of domestic abuse. There is a balance to carry forward at the year end.

All central costs are allocated to the general fund, with other funds contributing to central costs through a transfer. Any shortfalls on projects have been covered by a transfer from general funds. The balance on the general fund is classified as unrestricted in line with our reserves policy.

HARBOUR SUPPORT SERVICES
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT PERIOD

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	106,149	61,839	167,988
Fixed asset investments	-	402,163	402,163
Current assets	1,942,323	112,061	2,054,384
Creditors due within one year	(311,681)	(22,951)	(334,632)
Creditors due in more than one year	(177,268)	-	(177,268)
Total	1,559,523	553,112	2,112,635

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	<i>Restricted funds 2023 £</i>	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	-	7,579	7,579
Fixed asset investments	-	401,066	401,066
Current assets	1,477,593	632,434	2,110,027
Creditors due within one year	(121,047)	(303,636)	(424,683)
Total	1,356,546	737,443	2,093,989

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024 £	2023 £
Net income for the period (as per Statement of Financial Activities)	18,646	790,473
Adjustments for:		
Depreciation charges	7,819	4,881
Interests from investments	(2,864)	(1,340)
Decrease/(increase) in debtors	188,180	(226,491)
Increase/(decrease) in creditors	(90,051)	234,672
Net cash provided by operating activities	121,730	802,195

20. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2024 £	2023 £
Cash in hand	1,364,972	1,232,435
Notice deposits (less than 3 months)	402,163	401,066
Total cash and cash equivalents	1,767,135	1,633,501

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash at bank and in hand	1,232,435	132,537	1,364,972
Cash equivalents	401,066	-	401,066
Debt due after 1 year	-	(177,268)	(177,268)
	1,633,501	(44,731)	1,588,770

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

22. CONTINGENT LIABILITIES

The charitable company received a grant from the Community Fund in 1998 and 1999 to purchase and equip a two-storey building, which totalled £173,118. It may become repayable if there is a breach of the terms and conditions of the grants. The liability exists for the unexpired period of the lease of the property.

23. PENSION COMMITMENTS

The charity contributes to a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £89,226 (2023 - £71,980). Contributions totalling £16,817 (2023: £nil) were payable to the fund at the balance sheet date and are included in creditors. Pension costs have been allocated to activities and restricted based on the time each staff has spent on each activity.

24. OPERATING LEASE COMMITMENTS

At 31 March 2024 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024	2023
	£	£
Not later than 1 year	23,676	10,239
Later than 1 year and not later than 5 years	56,450	22,778
	80,126	33,017

The following lease payments have been recognised as an expense in the statement of financial activities:

	2024	2023
	£	£
Operating lease rentals	26,965	37,397

25. RELATED PARTY TRANSACTIONS

During the year there have been no related party transactions requiring disclosure.