

# CHESS Homeless

England & Wales · Charity number 1093901

## Details

|                |                                                         |
|----------------|---------------------------------------------------------|
| Other names    | CHELMSFORD CHESS, CHESS                                 |
| Status         | Registered                                              |
| Legal form     | Charitable company                                      |
| Company number | <a href="#">04407742</a>                                |
| Registered     | 2002-09-23                                              |
| Register       | <a href="#">View on the Charity Commission register</a> |

## Contact

|         |                                                                              |
|---------|------------------------------------------------------------------------------|
| Address | Chess<br>200 New London Road<br>Chelmsford<br>CM2 9AB                        |
| Phone   | 01245 281104                                                                 |
| Email   | <a href="mailto:rob.saggs@chesshomeless.org">rob.saggs@chesshomeless.org</a> |
| Website | <a href="http://www.chesshomeless.org">www.chesshomeless.org</a>             |

## Activities

**Objects:** The Charity's objects are restricted specifically, only for the public benefit, to relieve poverty, hardship and distress, in particular but not exclusively, amongst the homeless, those at risk of homelessness, and those living in adverse conditions.

**Activities:** Initially to provide emergency accommodation and support for the homeless in Essex. Then to assess each individuals needs and work towards finding long term solutions as appropriate.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Accommodation/housing, Economic/community Development/employment
- **Who:** Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** PRIMARILY BUT NOT EXCLUSIVELY WITHIN THE DISTRICT ADMINISTERED BY ESSEX COUNTY COUNCIL
- Essex

## Finances

| Period end | Income     | Expenditure | Assets     | Employees |
|------------|------------|-------------|------------|-----------|
| 2025-03-31 | £4,637,778 | £1,676,419  | £4,648,108 | 47        |
| 2024-03-31 | £1,568,463 | £1,618,675  | £1,686,749 | 47        |
| 2023-03-31 | £1,508,610 | £1,499,777  | £1,736,961 | 42        |
| 2022-03-31 | £956,757   | £937,665    | £1,728,128 | 35        |
| 2021-03-31 | £578,813   | £513,812    | £1,196,732 | 26        |

## Trustees

| Name                  | Role | Appointed  |
|-----------------------|------|------------|
| Andrew Stephen Murphy |      | 2020-08-05 |
| Graeme Hall           |      | 2020-11-02 |
| Julie Ingham          |      | 2024-04-17 |
| Nadine Hendrie        |      | 2025-09-15 |
| Richard Alfred Madden |      | 2024-04-25 |

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04407742**

**CHARITY REGISTRATION NUMBER: 1093901**



**CHESS Homeless**  
**Company Limited by Guarantee**  
**Financial statements**  
**31 March 2025**

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Financial statements**

**Year ended 31 March 2025**

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# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report)**

#### **Year ended 31 March 2025**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

#### **Reference and administrative details**

|                                               |                                                       |
|-----------------------------------------------|-------------------------------------------------------|
| <b>Registered charity name</b>                | CHESS Homeless                                        |
| <b>Charity registration number</b>            | 1093901                                               |
| <b>Company registration number</b>            | 04407742                                              |
| <b>Principal office and registered office</b> | 200 New London Road<br>Chelmsford<br>Essex<br>CM2 9AB |

#### **The trustees**

The trustees who served during the year and at the date of approval were as follows:

Richard Madden (Chair) (appointed 25 April 2024)  
Julie Ingham (appointed 17 April 2024)  
Andrew Murphy  
Graeme Hall  
Joy Michelle Brown (resigned 5 July 2024)  
Hannah Harbottle (resigned 10 July 2024)  
Ben Shepherd (resigned 6 June 2024)  
Nadine Hendrie (appointed 15 September 2025)

|                                |                                                                                                                                                  |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company secretary</b>       | Ita Cunningham                                                                                                                                   |
| <b>Chief Executive Officer</b> | Rob Saggs                                                                                                                                        |
| <b>Operations manager</b>      | Lis Gutteridge (until September 2024)<br>Amy Cozins (from September 2024)                                                                        |
| <b>Auditor</b>                 | Lovewell Blake LLP<br>Chartered accountants & statutory auditor<br>Bankside 300<br>Peachman Way<br>Broadland Business Park<br>Norwich<br>NR7 0LB |
| <b>Bankers</b>                 | The Co-operative Bank plc<br>1 Balloon Street<br>Manchester<br>M60 4EP                                                                           |

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2025

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#### Objectives and activities

The Charity's objects are restricted specifically, only for the public benefit, to relieve poverty, hardship and distress, in particular but not exclusively, amongst the homeless, those at risk of homelessness, and those living in adverse conditions.

This is encapsulated within our Mission statement, Aims and Values of the charity:

#### Our Mission

*CHES works to ensure that people who find themselves homeless are supported in ways that enable them to move forward purposefully and in good health.*

#### Our Aims

*To provide a good standard of accommodation for the homeless. Supporting improvement in the health and well-being of service users without discrimination or judgement. Giving practical support in achieving independence. Raising awareness of homelessness and to become a catalyst for change and partnership, recognising the resources of others.*

#### Our Values

*We care for the homeless and those at risk of homelessness, respecting their need for safety and dignity. We promote a sense of security, self-worth and acceptance of the diversity of the individuals we serve. We encourage the growth and development of our staff and service users through partnerships and training opportunities with others. We are committed to equality of opportunity for all.*

#### Public benefit

The trustees have taken due regard to the guidance published by the Charity Commission on public benefit. It is considered that the charity provides a public benefit through our stated; Mission, Aims and Values.

**CHES Homeless activities:** CHES Homeless service delivery consists of the following mechanisms:

**Outreach service:** We deliver outreach to the following areas Chelmsford, Braintree, Maldon, Epping, Rochford, Brentwood, Uttlesford and Castlepoint. This is where our Rough Sleeper Initiative (RSI) team funded by the Department of Levelling Up Communities and Housing (DLUHC) go out to investigate reports of rough sleepers initiated by members of the public via the Streetlink portal, and direct referrals from the local authorities we work with.

We offer lifesaving supplies such as tents, water, suncream, sleeping bags and food to begin a journey that will hopefully see the individual that is rough sleeping engage and become housed. This can be either directly with us or with another agency or in a private rental scheme.

**Rough Sleeper** Emergency bed spaces that mostly serve the outreach team and the 8 local authorities that we operated in during this financial year. This facility has 9 self-contained units a large communal space and office. The facility houses the outreach team, Living skills team and Facilities team and offers 24/7 support to those living on site. It is used as a feeder housing to help those either move back to the areas that they come from, into CHES or other specialist provision and other move on accommodation. During this accounting year this provision was given over to developers for the newly appointed site that now houses 24 modular homes. The service continued from Hodgkinson house in September 2024.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Objectives and activities *(continued)***

**Hodgkinson House - Shelter:** The Shelter has 8 bedrooms in total (previously 7 in the last accounting period) and one of these is an independent self-contained disability suite. Each service user has a license during their stay here at CHESS Homeless. The shelter also has a professional kitchen where cooking classes take place, a therapeutic green space, 3 private consultation rooms and a small training space. It also houses our support and administration team and is our registered office address. Onsite is the provision of a kitchenette / lounge upstairs so that service users could self-isolate as a household, if necessary in the event of another lock down. The facility operates on a 24/7 basis and is referred to as 'HH' rather than 'The night shelter', as was previously known as.

**Halfway House:** CHESS Homeless continued to deliver the model of the halfway house between shelter accommodation and move-on accommodation. This has 5 hours a day of support staff on site, but it is otherwise accessible and useable in the same way as core CHESS Homeless HMO properties.

**Move on:** The CHESS Homeless move on accommodation consists of 9 other properties that house 48 individuals in total. Service users move from Hodgkinson House or Stock/Turning Point into move-on once they have engaged with the 'change programme' that is on offer that helps lead them back into independent living. During this accounting year the Stock / Turning Point site usage was developed and in the up and coming accounting year the system will change as to how CHESS work from this site.

**Back into independent accommodation:** Once a service user has stayed in CHESS accommodation for a period of assessment and support, we can verify that they can hold down accommodation in a House of Multiple Occupancy (HMO) environment. This offers assurances to supported housing providers and private landlords.

# CHESS Homeless

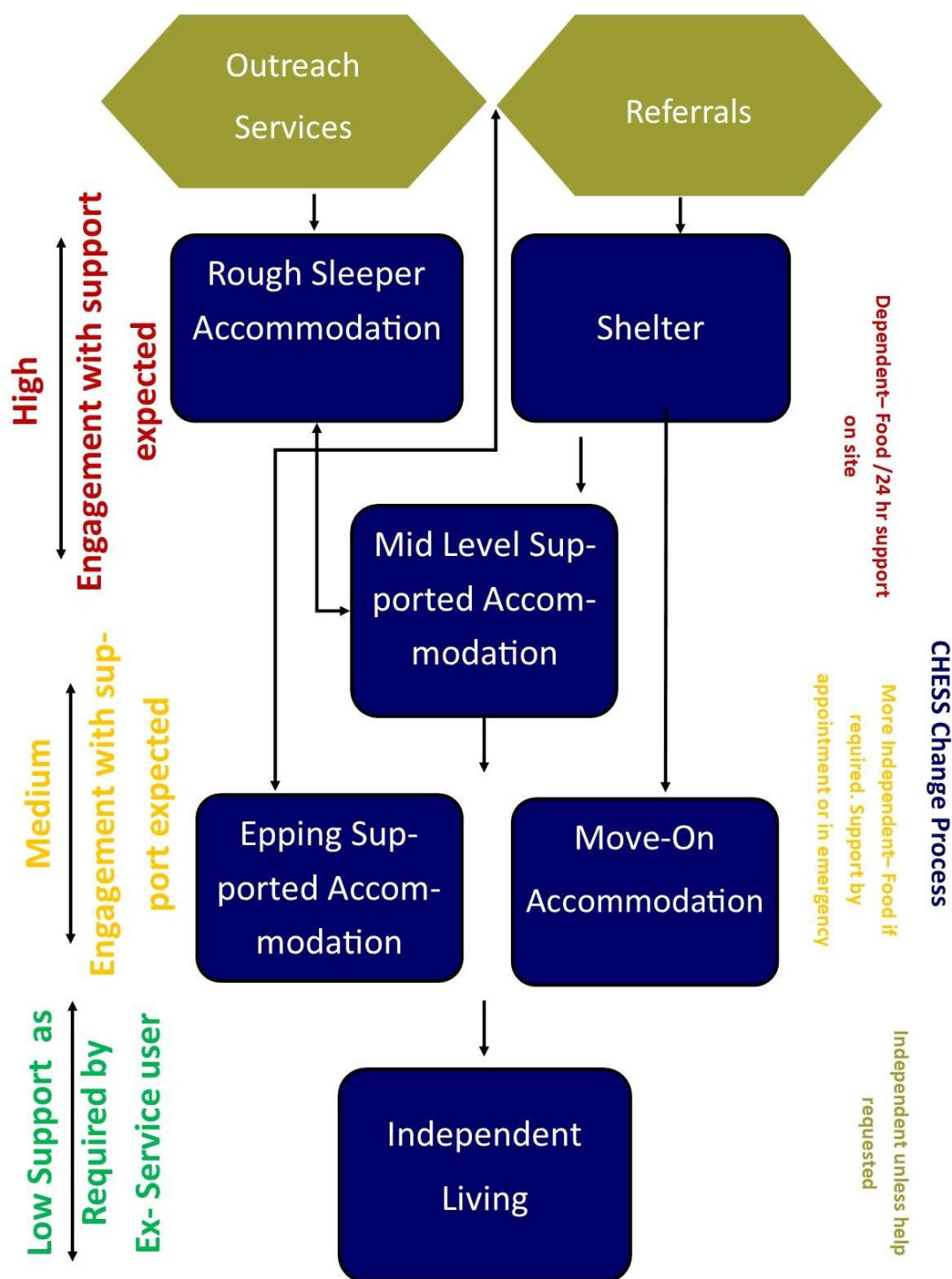
Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2025

Objectives and activities *(continued)*

## Levels of personalised support and dependency through CHESS services



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Objectives and activities *(continued)***

CHESS Homeless uses its accommodation to help address the needs of those that are rough sleeping, homeless or at risk of becoming homeless. There is a tiered system that enables a person to access the correct service in CHESS Homeless, this can be from accessing the rough sleeper beds or Hodgkinson House accommodation to being assessed, and then from there into the most appropriate accommodation for their support needs. This may follow a process where the service user accesses all levels and types of supported accommodation in CHESS Homeless, before finally moving out to live independently. Those individuals who engage well and who have lower levels of support may equally jump a level of supported accommodation before moving on.

CHESS Homeless continued to deliver the model of the halfway house between shelter accommodation and move-on accommodation. This has 5 hours a day of support staff on site, but it is otherwise accessible and usable in the same way as core CHESS Homeless HMO properties.

CHESS Homeless continues to deliver support and housing to those homeless in Epping – this is through direct partnership with the Epping Local authority and the partnership with Essex County Council.

The overall provision of beds in the year saw a decrease from 64 in the previous accounting year to 56 in September – this was due to handing over the Turning Point site to the developers for the 24 modular home development. In March the CHESS accommodation increased back up to 64 for the winter provision. Following the opening of Turning Point, in May 2025, the charity now has 88 bed spaces.

Throughout all CHESS Homeless accommodation, support staff are assigned to each service user to help them address issues that may have seen them become homeless in the first place. These issues can range from the need for affordable accommodation to substance misuse and access to mental health services.

The biggest challenge we face in reducing our homeless population is the availability of suitable affordable accommodation for them to move into. There remains a challenge to influence and engage landlords to offer accommodation to residents who are on the 'homeless journey'. There have been some successes but not enough to meet the need. Early intervention with enduring solutions is critical in addressing homelessness. Statistics generated in 2018 show the mean age at death of long term homeless was 47 years for males and 43 years for females; compared to the general population of England and Wales, where the mean age at death was 76 years for men and 81 years for women. This provides the challenge of being able to successfully provide specialist 'wrap-around' support to enable a successful move away from the streets and into accommodation.

Complex drug and alcohol services in Essex can be difficult to access with availability inconsistent across the county especially at short notice. Services that are in place are often many miles away from the user, which builds additional reluctance to engage with services. Interventions can often be short, and clients are often discharged too quickly. For our clients to make the large step back into society they need consistent localised longer-term interventions by specialist workers to successfully aid recovery.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Objectives and activities *(continued)***

##### **Data, Homeless provisions and client demographic**

###### **Homeless Link data:**

- In 2024 there are 915 accommodation projects for single homeless people in England. This is a slight increase of 0.9% from last year, but is still 28% lower than a decade ago in 2014, and 47% lower than 2008 when this data series began.
- There are 33,249 bedspaces in England, a slight increase of 2% from 2023, but a 14% decrease from 2014, and a 43% decrease since 2008.
- With an increasing presentation of complex support needs in a context of overstretched funding, 81% of accommodation projects reported having to turn someone away from support because the clients' needs were too high or too complex.
- A total of 173 day centres operate throughout England as of 2024. This is a slight increase in day centres compared to 2023 (168) and a return to 2022 levels (173).

###### **Support needs and support services available:**

- There is evidence that over the last few years the level and visibility of support needs of people accessing homelessness services has increased substantially.
- 79% of day centres, and 56% of accommodation providers saw an increase in people experiencing homelessness for the first time. Both day centres and accommodation providers also reported big increases in people experiencing homelessness whilst in employment, at 46% and 22% respectively.
- Mental health remained the most commonly reported support need amongst accommodation providers. 95% of accommodation providers and 100% of day centres are supporting residents with a history of diagnosed mental health conditions.
- Day centres also reported high levels of addiction related support needs, both drug dependency (100%) and alcohol addiction (100%), as well as dual diagnosis (95%).
- Access to mental health support remains the biggest barrier for both accommodation providers and day centres (100% and 92% respectively).

###### **Move-on from accommodation:**

- 39% (3,596) of people currently being accommodated are waiting to move on from their current provision into more secure, sustainable housing of which 49% (1,752) of people have been waiting for six months or longer.
- Lack of available social housing (97%) and the lack of private rented sector (PRS) accommodation at Local Housing Allowance rate (75%), are the two main barriers to moving on from homeless accommodation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Objectives and activities *(continued)***

###### **Support Needs:**

Accommodation providers were asked whether the clients who are currently being accommodated in their service have any support needs. The most common response is having history of mental health diagnoses (95%), followed by needs related to risk of and/or experiences of domestic abuse (83%), drug dependency needs (81%) and a dual diagnosis of both mental health and substance misuse needs (79%). Whilst health and social care related needs are the most prominent, accommodation projects are also working with people with learning disabilities (78%), who have been affected by sexual abuse or exploitation (64%) and modern day slavery (25%). The diversity and severity of needs of people accessing homelessness accommodation services is profound and the level of specialism necessary to provide appropriate support must be acknowledged.

##### **Government Data**

###### **Demographic Overview of Rough Sleepers:**

- Gender: 84% male, 14% female, 2% unknown
- Age: 80% are aged over 25
- Nationality: 64% UK nationals, 22% EU nationals, 3% non-EU nationals.
- Duration of homelessness: Over half had been rough sleeping for more than 5 years; 39% for over 10 years.

###### **Mental Health Needs:**

- 82% of rough sleepers have a mental health vulnerability.
- Women who sleep rough are more likely to experience mental ill-health, self-harm, and domestic violence.

###### **Addiction and Substance Misuse**

- 60% of rough sleepers have a substance misuse need.
- Rough sleepers are 35 times more likely to die from alcohol or drug-related causes than the general population.

###### **Domestic Abuse and Gendered Vulnerabilities**

- Nearly 1 in 4 women who sleep rough have been sexually assaulted.
- Women often conceal their homelessness to avoid violence, making them less visible to services.
- Domestic abuse is a common precursor to homelessness among women.

FTE (Full Time Equivalent) for the year ending 2024/25 was:

Total Average FTE CHESS staff – 28.9

External security - 2

Bank Work (Covering Sickness and annual leave) – 1.06

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2025

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##### **Achievements and performance *(continued)***

##### **Achievements and performance**

A significant achievement over the course of the year was CHES successfully fundraising 93.5% of the £3.1 million development of the Turning Point site. This was achieved through the efforts of the tasked Trustee Andy Murphy and CHES CEO Rob Saggs. The development consists of 24 Modular homes, a workshop and reception / office module. Of the 24 modular homes a considerable amount of effort went into ensuring that the homes would be as accessible as possible, this has ensured that the lower floor homes are all with level access and 2 of them being M4 compliant for those with physical disabilities. The grounds were extensively landscaped and the official opening of Turning Point took place in April 2025 by the Lord Lieutenant of Essex, however practical completion was met on the 31 March 2025 meeting the SHAP funding requirements. The increase of bedspaces, but more importantly the style of accommodation is going to make a significant difference to CHES' offer to the homeless in going forward. We are anticipating a marked difference in outcomes for our client base.



CHES Homeless has been funded by Department of Levelling Up Housing and Communities (DLUHC) to provide the Rough Sleeper Initiative (RSI) outreach service in Chelmsford, Epping, Braintree, Maldon, Brentwood, Castle Point, Uttlesford and Rochford. The RSI project provides funding for 5 FTE outreach staff and an Outreach Team Coordinator. The team pick up referrals from members of the public who can report Rough Sleepers via the Street-link app. The team can also be tasked direct from the Council.

The team visits the area where the rough sleeper has been reported within 24 hours and seeks to engage with them. If CHES Homeless has capacity within the RSI rooms, we will offer a bed space to the person and provide help and support to address the issues that saw the individual become homeless in the first instance. Then the former rough sleeper will be assigned a support worker to help them on their journey into independent living and develop a tailored support programme. This may include signposting them to other agencies for bespoke services.

During this reporting year CHES Homeless managed to offer 127 individuals a bedspace and access to our integrated outreach and housing support services. This was a decrease of 22.8% on the prior year due to the closure of the Turning Point site - 62% of these individuals moved on positively into other accommodation, which is a 12% increase from the previous year.

Our RSI staff placed 25 individuals into dedicated RSI beds at Stock and 28 in other CHES accommodation. We were part of securing alternative accommodation for an additional 120 cases of homelessness. In total 173 individuals were either prevented from rough sleeping or removed from the immediate risk of rough sleeping in this period. CHES was pleased to accept an extension to its contract for a further 12 months and will continue to deliver the RSI service until March 2026.

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2025

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##### Achievements and performance *(continued)*

Sadly this year saw the end of the partnership between Safer Places and CHES Homeless in its delivery of Housing and support to women fleeing Domestic abuse. This was due to funding coming to an end that Safer Places had in operating this service in the area – CHES continues to look at opportunities in working together with Safer Places in the future.

Systems – CHES recruited the external services of Insight Associates who are now the outsourced financial management company – CHES continues to have an internal Finance officer but due to the growth and anticipated increase in CHES' turnover the trustees wanted to ensure that accounts are given additional priority in the coming years. Along with Insight Associates CHES has also adopted a new financial software package enabling a more streamline accounting process.

'Inform' continues to remain client management system which includes an element of financial reporting too.

STAFF changes – In September of this accounting year CHES homeless recruited the new Operations Manager Amy Cozins. Amy and Lis Gutteridge (who took on the post of Data and Policy co-ordinator) form part of the Senior Leadership team made up of Rob Saggs, Amy Cozins and Lis Gutteridge. CHES continued with the exported HR services as with the increase in staffing in the coming year it was deemed necessary to keep this service on.

During this accounting year CHES was able to run a winter provision for Chelmsford City Council at the newly leased site in Braintree – this service helped an additional 10 people off the streets and enabled them to have the offer of longer-term accommodation and support.

##### Winter project outcomes



##### Fundraising & Marketing

###### Corporate engagement:

- MKM Building Supplies: donating goods in a 1 tonne bag every couple of months (sleeping bags, food, clothing etc for outreach).
- Vision Offices: various fundraising events through the year.
- Eurobase: took on various fundraising activities through the year including donations of physical items.
- NCL – gave £1,000 for sleeping bags and tents.

###### Events:

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Achievements and performance *(continued)***

A significant amount of effort went into fundraising for the Turning Point development throughout the year alongside the regular core fundraising efforts. Below are a number of events that took place:

- Turning Point Opening Event; Writtle Jazz Festival; Felsted School Hampton Court Run; Eddy's Laughing fundraiser; Thames Moonlight Walk; London to Brighton Cycle; Harvest campaign at Morrisons; Billericay Operatic Society; Tough Mudder; Sleep-Out; Santa Sleigh.

Through the year and ongoing:

- Talks to Schools, Clubs etc to continue relationships and for future fundraising opportunities.
- Social Media continues to grow slowly.

##### **Headline achievements of CHESS Homeless for the accounting year of 1st April 2024 – 31st March 2025**

During this accounting year CHESS Homeless were successful in gaining funds to complete a sizable modular home development of 24 HILL 'Duo Haus' buildings which CHESS Homeless will use for single person dwellings. This meant that there was the closure of our Turning Point site on the first week of September and the site was handed over to the developer. Due to the handing over and closer of this site CHESS Homeless has seen some reduced outcomes than the previous year. CHESS' service is naturally people focused and relies heavily on face-to-face support meetings. Hodgkinson House continues 24 hours a day and 7 days a week with an increase from 7 to 8 bedspaces.

Outcomes for 2024/25:

- 24 Modular homes - Successful delivery of the Turning Point development
- 3,274 rough sleeper contact attempts – this is a 434 increase from the previous year of 2,840
- 117 Well being meetings
- 291 Employment support meetings
- 107 Training support meetings
- 1,839 RSI (Rough Sleeper Initiative) inhouse support meetings – this is lower than the previous year of 1,957 due to the closure of Turning Point
- 148 Move on's facilitated directly from the street into non RSI move on accommodation – this is an increase of 42 from the previous year which was 106
- 4 people gained employment
- 1,689 Streetlink referrals
- 20,650 total bedspace night generated - this is a reduction of 892 from the previous year of 21,573 due to the closure of Turning Point.
- 96% Utilisation of Core bed spaces was achieved during this year.
- 127 people were offered bedspaces
- 173 People were relieved or prevented from homelessness
- 3,519 Street case worker visits/logs – this is an increase of 1,175 from the previous year of 2,344

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2025

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#### Achievements and performance *(continued)*

- 2,258 Client support casework actions took place
- New Operations Manager Amy Cozins joined the team
- Trustee changes included the instruction of D Madden as new Chairman and exits of M. Brown (OBE) and H. Harbottle



### Richard

Richard was diagnosed with cancer at the beginning of January with the very next day going in for an operation. Due to a relationship breakdown, he has had to sofa surf or rough sleep until CHES accommodated him through the winter project.



*'From my very first day at Hope House it was a large weight removed from my shoulders. All the staff there were really good with their help'*

**Richard is now settled in accommodation getting involved in CHES allotment, planting vegetables!**

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Financial review**

##### **Financial review and principal sources of funding**

During the year, income from Housing Benefit and rents increased by 6% to £816,432 (2024: £763k).

During the year Felton Fundraising were responsible for securing £252k of grants and donations at a cost of £13,795 pa.

The main grants and donations received during the course of the year, including those towards the Turning Point development, included:

- Essex Community Foundation £427,418
- Laing Family Trusts for £125,000
- National Lottery £80,000
- Garfield Weston Foundation £40,000

Overall expenditure was up by 3.52% to £1,676k (2024: £1,619k). Staffing costs rose by 2.5% to £941k (2024: £918k). Unrestricted operating costs increased by 24.46% to £1,618k (2024: £1,300k) this was due largely by the substantial increase in rental, maintenance, utility and professional costs.

##### **Reserves Policy**

The current policy is to have reserves equalling three to six months operating costs which would amount to £493,629 to £987,258. However, current free reserves stand at £348,144 (2024: £54,726) leaving a deficit of between £145k and £639k. We are investigating the benefits of recalculating reserve requirements using actual amounts on a declining basis over a six month period which would give a much more realistic figure currently in the region of £250k. Whilst the charity is still be below the target level we would expect the uplift in Housing Benefit to significantly improve the reserves. The proposal will be discussed further at Management and Trustee level in the early part of 2026 where the contingency plan of using liquid fixed assets will also be considered.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Plans for future periods**

Hope House - CHESS Homeless have been approached by another homeless housing charity in Braintree called 'Hope House' to explore what a partnership could look like. During the current accounting year CHESS leased the property off Hope House to deliver the Chelmsford Winter provision. CHESS Homeless are now taking the opportunity to take over the charity with a process of the assets being given over to serve CHESS' charitable aims which are firmly aligned with Hope House's. This process has seen CHESS take on one of the trustees from Hope House to sit within CHESS' board and the aim is for CHESS to take on the responsibility of the service towards the start of 2026.

LGR (Local Government Restructure) (continued service of RSI) - Essex is one of the counties that is going through a local government restructure. This is likely to see the local authorities reduce from 15 (including the 2 unitary authorities of Thurrock and Southend-on-Sea) to either 3 or 5 in the coming 2 years. This is going to impact the way CHESS operates its services and ongoing development of CHESS interactions with the Local Authorities and county will form a high priority during the next 2 years. This will help to ensure that CHESS Homeless continues to be a significant stakeholder in going forward.

Potential office for admin team - Due to the increase in staffing and the need to ensure that systems and inputs are running smoothly CHESS is looking at the possibility of having an administration office – this would see teams from the following areas working closely together: Finance, Fundraising, Policy and Procedures, Volunteering, HR and Admin.

Registered provision status - As a part of CHESS operations, we are taking a strong view to put in an application to Homes England for CHESS to become a registered Housing Provider – this will ensure that CHESS service is at the highest of service delivery levels as well as ensuring the ongoing sustainability for the charity. This will also give CHESS the opportunity to continue growing its service in the county.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Structure, governance and management**

CHESS Homeless is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. CHESS Homeless is governed by its Memorandum and Articles of Association dated 2 April 2002 and revised on 6 February 2006, 3 November 2015 and 16 July 2021.

##### **Recruitment, Appointment and Training of Trustees**

The recruitment and appointment of new trustees follows this process:

CHESS Homeless will advertise for a trustee appointment and request that a trustee application form is completed by those interested individuals. Once the deadline has passed the applicants are shortlisted and invited to attend an interview. Upon a successful interview the candidate / candidates will be invited to sit in and contribute at a minimum of two trustee meetings - the candidate will then be discussed by the current board of Trustees and feedback will be given to the candidate / candidates as to whether they have been successful or not.

Trustees are given an induction pack that explains the role and responsibilities of the trustee. Training for Trustees will be given on an annual basis in the form of away days - these may be virtual depending on the pandemic and restrictions.

The board of Trustees are as detailed on page 1.

##### **Organisational structure**

The board of Trustees delegate the day to day running of the Charity to the CEO. The CEO and Operations Manager routinely report to the board during monthly board meetings.

##### **Setting of remuneration for key management personnel**

Remuneration for members of the Senior Management Team is set and agreed by the Chief Executive Officer and Chair of the Trust in consultation with the Trustees with responsibility for HR or Finance.

Remuneration for the Chief Executive Officer is set by the Chairman of the Trust in consultation with the Trustees with responsibility for HR and Finance.

All posts are determined by comparisons within the industry and local market demands.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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#### **Structure, governance and management *(continued)***

##### **Risk Assessment**

CHESS Trustees have produced a risk register that captures the top 10 risks relevant to our operating environment. The risk register has been reviewed by the board of trustees and has become a stand-alone agenda item on all future board meetings.

##### **Fundraising standards information**

The board of trustees supports raising funds from the public in relation to our core activities. The Charity is registered with the Fundraising Regulator. There have been no complaints about fundraising activity this year.

The fundraising department has signed up to the Fundraising Regulator's Code of Fundraising Practice. All fundraising guidance and working practices have been or are being updated so that they are compliant. Fundraisers are also given a briefing before they raise funds for the Charity and will also be given annual updates/reminders via communication from the fundraising department.

All marketing material or information sent from the Charity contains clear instructions on how a person can be removed from the mailing lists and is GDPR compliant.

##### **Trustees' responsibilities statement**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the Trustees' annual 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 year. 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 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the 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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2025**

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##### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditors, Lovewell Blake LLP, were appointed following the year end and have indicated their willingness to accept re-appointment.

##### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 17 December 2025 and signed on behalf of the board of trustees by:

Richard Madden (Chair)  
Trustee

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless**

**Year ended 31 March 2025**

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#### **Opinion**

We have audited the financial statements of CHESS Homeless (the 'charity') for the year ended 31 March 2025 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2025 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;
- 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 auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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**

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 charity'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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2025**

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#### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report which includes the director' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2025**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement (set out on page 15), the trustees (who are also the directors of the charity 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor 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 an auditor's 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:

- Enquiry of management and those charged with governance to confirm there are no instances of fraud or non-compliance with laws and regulations.
- Review of key accounting estimates, to ensure reasonable and no signs of management bias.
- Review of disclosures within the financial statements and vouching these to supporting documentation to ensure compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the rationale of significant transactions outside the normal course of activities and reviewing accounts estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

#### **Year ended 31 March 2025**

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A further description of our responsibilities is available on the FRC's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Proctor FCA DChA (Senior Statutory Auditor)

For and on behalf of  
Lovewell Blake LLP  
Chartered accountants & statutory auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

19 December 2025

# CHESS Homeless

## Company Limited by Guarantee

### Statement of financial activities (including income and expenditure account)

Year ended 31 March 2025

|                                                           |      | Unrestricted<br>funds | 2025<br>Restricted<br>funds | Total funds      | 2024<br>Total funds |
|-----------------------------------------------------------|------|-----------------------|-----------------------------|------------------|---------------------|
|                                                           | Note | £                     | £                           | £                | £                   |
| <b>Income and endowments</b>                              |      |                       |                             |                  |                     |
| Donations and legacies                                    | 5    | 501,167               | 2,939,771                   | 3,440,938        | 430,549             |
| Charitable activities                                     | 6    | 1,190,382             | –                           | 1,190,382        | 1,130,407           |
| Investment income                                         | 7    | 6,458                 | –                           | 6,458            | 7,507               |
| <b>Total income</b>                                       |      | <u>1,698,007</u>      | <u>2,939,771</u>            | <u>4,637,778</u> | <u>1,568,463</u>    |
| <b>Expenditure</b>                                        |      |                       |                             |                  |                     |
| Raising funds                                             |      |                       |                             |                  |                     |
| Costs of raising funds                                    | 8    | 36,305                | –                           | 36,305           | 60,052              |
| Charitable activities                                     | 9    | 1,581,771             | 58,343                      | 1,640,114        | 1,558,623           |
| <b>Total expenditure</b>                                  |      | <u>1,618,076</u>      | <u>58,343</u>               | <u>1,676,419</u> | <u>1,618,675</u>    |
| <b>Net income/(expenditure) and net movement in funds</b> |      | <u>79,931</u>         | <u>2,881,428</u>            | <u>2,961,359</u> | <u>(50,212)</u>     |
| <b>Reconciliation of funds</b>                            |      |                       |                             |                  |                     |
| Total funds brought forward                               |      | 1,011,198             | 675,551                     | 1,686,749        | 1,736,961           |
| <b>Total funds carried forward</b>                        |      | <u>1,091,129</u>      | <u>3,556,979</u>            | <u>4,648,108</u> | <u>1,686,749</u>    |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 24 to 37 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Balance sheet

31 March 2025

|                                                                | Note | 2025             | 2024             |
|----------------------------------------------------------------|------|------------------|------------------|
|                                                                |      | £                | £                |
| <b>Fixed assets</b>                                            |      |                  |                  |
| Tangible fixed assets                                          | 15   | 5,016,746        | 1,909,107        |
| <b>Current assets</b>                                          |      |                  |                  |
| Debtors                                                        | 16   | 295,984          | 100,681          |
| Cash at bank and in hand                                       |      | 594,591          | 173,815          |
|                                                                |      | <u>890,575</u>   | <u>274,496</u>   |
| <b>Creditors: Amounts falling due within one year</b>          | 17   | <u>(714,884)</u> | <u>(144,219)</u> |
| <b>Net current assets</b>                                      |      | 175,691          | 130,277          |
| <b>Total assets less current liabilities</b>                   |      | 5,192,437        | 2,039,384        |
| <b>Creditors: Amounts falling due after more than one year</b> | 18   | <u>(544,329)</u> | <u>(352,635)</u> |
| <b>Net assets</b>                                              |      | <u>4,648,108</u> | <u>1,686,749</u> |
| <b>Funds of the charity</b>                                    |      |                  |                  |
| Restricted funds                                               |      | 3,556,979        | 569,038          |
| Unrestricted funds                                             |      | <u>1,091,129</u> | <u>1,117,711</u> |
| <b>Total charity funds</b>                                     | 19   | <u>4,648,108</u> | <u>1,686,749</u> |

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

These financial statements were approved by the board of trustees and authorised for issue on 17 December 2025, and are signed on behalf of the board by:

Richard Madden (Chair)  
Trustee

Company registration number: 04407742

The notes on pages 24 to 37 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Statement of cash flows

Year ended 31 March 2025

|                                                       | 2025<br>£          | 2024<br>£       |
|-------------------------------------------------------|--------------------|-----------------|
| <b>Cash flows from operating activities</b>           |                    |                 |
| Net income/(expenditure)                              | 2,961,359          | (50,212)        |
| <i>Adjustments for:</i>                               |                    |                 |
| Depreciation of tangible fixed assets                 | 41,316             | 33,172          |
| Other interest receivable and similar income          | (6,458)            | (7,507)         |
| Interest payable and similar charges                  | 30,505             | 29,025          |
| <i>Changes in:</i>                                    |                    |                 |
| Trade and other debtors                               | (195,303)          | 72,270          |
| Trade and other creditors                             | 567,426            | 57,042          |
| Cash generated from operations                        | 3,398,845          | 133,790         |
| Interest paid                                         | (30,505)           | (29,025)        |
| Interest received                                     | 6,458              | 7,507           |
| Net cash from operating activities                    | <u>3,374,798</u>   | <u>112,272</u>  |
| <b>Cash flows from investing activities</b>           |                    |                 |
| Purchase of tangible assets                           | (3,148,955)        | (49,837)        |
| Net cash used in investing activities                 | <u>(3,148,955)</u> | <u>(49,837)</u> |
| <b>Cash flows from financing activities</b>           |                    |                 |
| Repayment of borrowing                                | (283,067)          | (14,907)        |
| Repayments of borrowings                              | 478,000            | –               |
| Net cash from/(used in) financing activities          | <u>194,933</u>     | <u>(14,907)</u> |
| <b>Net increase in cash and cash equivalents</b>      | 420,776            | 47,528          |
| <b>Cash and cash equivalents at beginning of year</b> | 173,815            | 126,287         |
| <b>Cash and cash equivalents at end of year</b>       | <u>594,591</u>     | <u>173,815</u>  |

The notes on pages 24 to 37 form part of these financial statements.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 March 2025**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 200 New London Road, Chelmsford, Essex, CM2 9AB.

#### **2. Statement of compliance**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain assets measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

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

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2025**

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#### **3. Accounting policies** *(continued)*

##### **Income**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Income from housing benefit is recognised when the charity becomes entitled to the resource.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                       |   |                       |
|-----------------------|---|-----------------------|
| Fixtures and fittings | - | 20% straight line     |
| Motor vehicles        | - | 25% straight line     |
| Equipment             | - | 20%/50% straight line |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

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#### 3. Accounting policies *(continued)*

##### Depreciation *(continued)*

Due to the nature of the charity depreciation of the property held is recognised by way of maintenance costs instead of a depreciation charge. Property is also held at cost and the trustees consider that the market value of the property is greater than the cost recognised within the financial statements.

Assets under construction will be depreciated on completion.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### 4. Limited by guarantee

The Company is limited by guarantee. In the event of winding up, each member is liable to contribute a sum not exceeding £10.

#### 5. Donations and legacies

|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2025<br>£ |
|------------------|----------------------------|--------------------------|--------------------------|
| <b>Donations</b> |                            |                          |                          |
| Donations        | 354,611                    | 45,600                   | 400,211                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 146,556                    | 2,894,171                | 3,040,727                |
|                  | <u>501,167</u>             | <u>2,939,771</u>         | <u>3,440,938</u>         |
|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
| <b>Donations</b> |                            |                          |                          |
| Donations        | 209,473                    | 4,000                    | 213,473                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 137,690                    | 79,386                   | 217,076                  |
|                  | <u>347,163</u>             | <u>83,386</u>            | <u>430,549</u>           |

During the year ended 31 March 2025 £2,420,594 (2024: £145,390) of government funding was received, of which £2,261,863 related to funding received towards the Turning Point project.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

#### 6. Charitable activities

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2025<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 816,432                    | –                        | 816,432                  |
| Housing Related Support  | 121,006                    | –                        | 121,006                  |
| Rough Sleeper Initiative | 252,944                    | –                        | 252,944                  |
|                          | <u>1,190,382</u>           | <u>–</u>                 | <u>1,190,382</u>         |
|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
| Housing benefit and rent | 763,439                    | –                        | 763,439                  |
| Housing Related Support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 249,717                  | 249,717                  |
|                          | <u>880,690</u>             | <u>249,717</u>           | <u>1,130,407</u>         |

During the year ended 31 March 2025 £373,950 (2024: £366,968) of government funding was received.

#### 7. Investment income

|                          | Unrestricted<br>Funds<br>£ | Total Funds<br>2025<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Bank interest receivable | <u>6,458</u>               | <u>6,458</u>             | <u>7,507</u>               | <u>7,507</u>             |

#### 8. Costs of raising funds

|                         | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2025<br>£ |
|-------------------------|----------------------------|--------------------------|--------------------------|
| Wages and salaries      | 19,156                     | –                        | 19,156                   |
| Other fundraising costs | 17,149                     | –                        | 17,149                   |
|                         | <u>36,305</u>              | <u>–</u>                 | <u>36,305</u>            |
|                         | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
| Wages and salaries      | 36,420                     | –                        | 36,420                   |
| Other fundraising costs | 22,554                     | 1,078                    | 23,632                   |
|                         | <u>58,974</u>              | <u>1,078</u>             | <u>60,052</u>            |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

#### 9. Expenditure on charitable activities

|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2025<br>£ |
|---------------|----------------------------|--------------------------|--------------------------|
| Housing costs | 438,431                    | 1,580                    | 440,011                  |
| Support costs | 1,143,340                  | 56,763                   | 1,200,103                |
|               | <u>1,581,771</u>           | <u>58,343</u>            | <u>1,640,114</u>         |
|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
| Housing costs | 451,830                    | 16,460                   | 468,290                  |
| Support costs | 788,800                    | 301,533                  | 1,090,333                |
|               | <u>1,240,630</u>           | <u>317,993</u>           | <u>1,558,623</u>         |

#### 10. Analysis of support costs

|                           | 2025<br>£        | 2024<br>£        |
|---------------------------|------------------|------------------|
| Staff costs               | 921,581          | 880,127          |
| Outsourced staff costs    | 56,491           | 4,027            |
| Communications and IT     | 75,580           | 77,457           |
| General office            | 50,780           | 67,605           |
| Finance costs             | 30,505           | 29,025           |
| Motor and travel expenses | 13,300           | 16,177           |
| Audit fees                | 13,998           | 11,058           |
| Legal & professional      | 37,868           | 4,857            |
|                           | <u>1,200,103</u> | <u>1,090,333</u> |

#### 11. Net income/(expenditure)

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

|                                       | 2025<br>£      | 2024<br>£     |
|---------------------------------------|----------------|---------------|
| Depreciation of tangible fixed assets | 41,316         | 33,172        |
| Operating lease payments              | <u>124,487</u> | <u>91,690</u> |

#### 12. Auditors remuneration

|                                                        | 2025<br>£     | 2024<br>£     |
|--------------------------------------------------------|---------------|---------------|
| Fees payable for the audit of the financial statements | 13,998        | 10,536        |
| Prior year under accrual                               | —             | 522           |
|                                                        | <u>13,998</u> | <u>11,058</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

#### 13. Staff costs

|                        | 2025<br>£      | 2024<br>£      |
|------------------------|----------------|----------------|
| Wages and salaries     | 858,479        | 836,700        |
| Social security costs  | 64,300         | 64,653         |
| Employer pension costs | 17,958         | 16,896         |
|                        | <u>940,737</u> | <u>918,249</u> |

The average number of persons employed by the charity during the year amounted to 47 (2024: 47)

The number of employees that received emoluments in the following bands:

|                   | 2025 | 2024 |
|-------------------|------|------|
| £70,000 - £79,999 | —    | 1    |
| £80,000 - £89,999 | 1    | —    |

#### Key Management Personnel

The Key Management Personnel include the Chief Executive Officer together with the Operations Manager and Policy Co-ordinator (2024: also included the finance officer).

The total value of remuneration and benefits received by Key Management Personnel was £136,773 (2024: £150,204).

#### 14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 15. Tangible fixed assets

|                        | Freehold<br>property<br>£ | Fixtures<br>and fittings<br>£ | Motor<br>vehicles<br>£ | Equipment<br>£ | Asset under<br>constructio<br>n<br>£ | Total<br>£       |
|------------------------|---------------------------|-------------------------------|------------------------|----------------|--------------------------------------|------------------|
| <b>Cost</b>            |                           |                               |                        |                |                                      |                  |
| At 1 Apr 2024          | 1,785,400                 | 61,249                        | 95,365                 | 98,357         | 8,933                                | 2,049,304        |
| Additions              | —                         | 15,695                        | —                      | 3,828          | 3,129,432                            | 3,148,955        |
| <b>At 31 Mar 2025</b>  | <u>1,785,400</u>          | <u>76,944</u>                 | <u>95,365</u>          | <u>102,185</u> | <u>3,138,365</u>                     | <u>5,198,259</u> |
| <b>Depreciation</b>    |                           |                               |                        |                |                                      |                  |
| At 1 Apr 2024          | —                         | 19,263                        | 52,113                 | 68,821         | —                                    | 140,197          |
| Charge for the year    | —                         | 15,766                        | 13,905                 | 11,645         | —                                    | 41,316           |
| <b>At 31 Mar 2025</b>  | <u>—</u>                  | <u>35,029</u>                 | <u>66,018</u>          | <u>80,466</u>  | <u>—</u>                             | <u>181,513</u>   |
| <b>Carrying amount</b> |                           |                               |                        |                |                                      |                  |
| <b>At 31 Mar 2025</b>  | <u>1,785,400</u>          | <u>41,915</u>                 | <u>29,347</u>          | <u>21,719</u>  | <u>3,138,365</u>                     | <u>5,016,746</u> |
| At 31 Mar 2024         | <u>1,785,400</u>          | <u>41,986</u>                 | <u>43,252</u>          | <u>29,536</u>  | <u>8,933</u>                         | <u>1,909,107</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

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#### 15. Tangible fixed assets *(continued)*

A 10 year restriction on the sale of Woodstock Motel, Chelmsford was in place at the year end, which requires the charity to return a proportion of any gain on disposal to the previous owner. No amount for this was recognised within the financial statements at the year end as the trustees do not wish to dispose of this property and also due to the immeasurable value. The restriction expires in 2032.

#### 16. Debtors

|                                | 2025<br>£      | 2024<br>£      |
|--------------------------------|----------------|----------------|
| Trade debtors                  | 111,269        | 39,089         |
| Prepayments and accrued income | 174,769        | 51,646         |
| Other debtors                  | 9,946          | 9,946          |
|                                | <u>295,984</u> | <u>100,681</u> |

#### 17. Creditors: Amounts falling due within one year

|                                 | 2025<br>£      | 2024<br>£      |
|---------------------------------|----------------|----------------|
| Bank loans and overdrafts       | 20,117         | 16,878         |
| Trade creditors                 | 90,896         | 42,763         |
| Accruals and deferred income    | 581,235        | 67,746         |
| Social security and other taxes | 20,816         | 16,832         |
| Other creditors                 | 1,820          | –              |
|                                 | <u>714,884</u> | <u>144,219</u> |

|                                 | 2025<br>£     | 2024<br>£     |
|---------------------------------|---------------|---------------|
| Deferred income brought forward | 47,384        | –             |
| Released during the year        | (47,384)      | –             |
| Deferred during the year        | 33,560        | 47,384        |
| Deferred income carried forward | <u>33,560</u> | <u>47,384</u> |

Deferred income relates to grants received for future periods.

#### 18. Creditors: Amounts falling due after more than one year

|                           | 2025<br>£      | 2024<br>£      |
|---------------------------|----------------|----------------|
| Bank loans and overdrafts | <u>544,329</u> | <u>352,635</u> |

#### Analysis of loans payable by instalments

|                                                   | 2025<br>£ | 2024<br>£ |
|---------------------------------------------------|-----------|-----------|
| In more than one year but not more than two years | 20,117    | 16,878    |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

#### 18. Creditors: Amounts falling due after more than one year *(continued)*

|                                                     |                |                |
|-----------------------------------------------------|----------------|----------------|
| In more than two years but not more than five years | 92,429         | 79,767         |
| Greater than five years                             | 451,900        | 272,868        |
|                                                     | <u>564,446</u> | <u>369,513</u> |

During the year the charity restructured its bank loans and increased its borrowing. The bank loans are payable on a repayment basis and are secured on property owned by the charity. Interest is calculated at a fixed rate of 5.35% and 6.65%.

#### 19. Analysis of charitable funds

##### *Unrestricted funds*

Year ended 31 March 2025

|               | At 1 April<br>2024<br>£ | Income<br>£       | Expenditure<br>£  | Transfers<br>£    | At 31 March<br>2025<br>£ |
|---------------|-------------------------|-------------------|-------------------|-------------------|--------------------------|
| General funds | 1,011,198               | 1,698,007         | (1,618,076)       | –                 | 1,091,129                |
|               | <u>          </u>       | <u>          </u> | <u>          </u> | <u>          </u> | <u>          </u>        |

Year ended 31 March 2024

|               | At 1 April<br>2023<br>£ | Income<br>£       | Expenditure<br>£  | Transfers<br>£    | At 31 March<br>2024<br>£ |
|---------------|-------------------------|-------------------|-------------------|-------------------|--------------------------|
| General funds | 1,012,367               | 1,235,360         | (1,299,604)       | 63,075            | 1,011,198                |
|               | <u>          </u>       | <u>          </u> | <u>          </u> | <u>          </u> | <u>          </u>        |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

##### ***Restricted funds***

Year ended 31 March 2025

|                      | At 1 April<br>2024 | Income           | Expenditure     | Transfers | At 31 March<br>2025 |
|----------------------|--------------------|------------------|-----------------|-----------|---------------------|
|                      | £                  | £                | £               | £         | £                   |
| Property Revaluation | 24,900             | –                | –               | –         | 24,900              |
| Greater Change       | 8,871              | –                | –               | –         | 8,871               |
| Helping Hands        | 6,780              | –                | (2,282)         | –         | 4,498               |
| Lottery Funding      | –                  | 79,890           | (56,061)        | –         | 23,829              |
| Turning Point        | 35,000             | 2,859,881        | –               | –         | 2,894,881           |
|                      | <u>75,551</u>      | <u>2,939,771</u> | <u>(58,343)</u> | <u>–</u>  | <u>2,956,979</u>    |

##### ***Restricted fixed assets***

|                       | At 1 April<br>2024 | Income   | Expenditure | Transfers | At 31 March<br>2025 |
|-----------------------|--------------------|----------|-------------|-----------|---------------------|
|                       | £                  | £        | £           | £         | £                   |
| Woodstock Motel       | 600,000            | –        | –           | –         | –                   |
|                       | <u>600,000</u>     | <u>–</u> | <u>–</u>    | <u>–</u>  | <u>600,000</u>      |
| Restricted fund total | <u>675,551</u>     | <u>–</u> | <u>–</u>    | <u>–</u>  | <u>3,556,979</u>    |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

##### *Restricted funds*

Year ended 31 March 2024

|                                    | At 1 April<br>2023 | Income         | Expenditure      | Transfers       | At 31 March<br>2024 |
|------------------------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                                    | £                  | £              | £                | £               | £                   |
| CRM & Accounting Software          | 336                | —              | —                | (336)           | —                   |
| General Christian Act              | 20                 | —              | —                | (20)            | —                   |
| Client Incentives                  | 2,327              | —              | —                | (2,327)         | —                   |
| Refurbishment 7-8 George<br>Street | 3,579              | —              | —                | (3,579)         | —                   |
| Maintenance Support                | 450                | —              | —                | (450)           | —                   |
| Essex Community                    | 800                | —              | —                | (800)           | —                   |
| ASDA quiz night                    | 322                | —              | —                | (322)           | —                   |
| Residents Training                 | 1,395              | —              | (28)             | (1,367)         | —                   |
| Property Revaluation               | 24,900             | —              | —                | —               | 24,900              |
| Hub Appeal                         | 1,200              | —              | —                | (1,200)         | —                   |
| House Furnishings                  | 241                | —              | —                | (241)           | —                   |
| Rough Sleeper Initiative           | 12,106             | 249,717        | (261,823)        | —               | —                   |
| CCG NHS Thurrock                   | 25,000             | —              | —                | (25,000)        | —                   |
| Rock Choir Tickets                 | 464                | —              | —                | (464)           | —                   |
| Active Essex Bikes                 | 554                | —              | —                | (554)           | —                   |
| HSBC                               | 1,175              | —              | —                | (1,175)         | —                   |
| Community Partnership (ECF)        | 21,436             | —              | (21,436)         | —               | —                   |
| British Science                    | 90                 | —              | —                | (90)            | —                   |
| Greater Change                     | 10,199             | —              | (1,328)          | —               | 8,871               |
| Changing Futures                   | 5,000              | —              | (5,000)          | —               | —                   |
| Sports Active                      | 3,000              | —              | —                | (3,000)         | —                   |
| Helping Hands                      | 9,500              | —              | (2,720)          | —               | 6,780               |
| Rainsford Furniture                | 500                | —              | —                | (500)           | —                   |
| Decorating                         | —                  | 6,000          | (6,350)          | 350             | —                   |
| Lottery Funding                    | —                  | 16,386         | (16,386)         | —               | —                   |
| Turning Point                      | —                  | 35,000         | —                | —               | 35,000              |
| New vehicle                        | —                  | 22,000         | —                | (22,000)        | —                   |
| Furniture replacement              | —                  | 4,000          | (4,000)          | —               | —                   |
|                                    | <u>124,594</u>     | <u>333,103</u> | <u>(319,071)</u> | <u>(63,075)</u> | <u>75,551</u>       |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2025

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#### *Restricted fixed assets*

|                       | At 1 April<br>2023<br>£ | Income<br>£    | Expenditure<br>£ | Transfers<br>£  | At 31 March<br>2024<br>£ |
|-----------------------|-------------------------|----------------|------------------|-----------------|--------------------------|
| Woodstock Motel       | 600,000                 | –              | –                | –               | 600,000                  |
|                       | <u>600,000</u>          | <u>–</u>       | <u>–</u>         | <u>–</u>        | <u>600,000</u>           |
| Restricted fund total | <u>724,594</u>          | <u>333,103</u> | <u>(319,071)</u> | <u>(63,075)</u> | <u>675,551</u>           |

CRM & Accounting Software: represents funding received towards the integration of accounting and CRM software.

General Christian Act: represents funding received towards the support of service users.

Client incentives: represents funding received towards the support of service users.

Refurbishment 7-8 George Street: represents funding received towards the refurbishment of 7-8 George Street.

Maintenance Support: represents funding received towards the training of the maintenance staff.

Essex Community: represents funding received towards the upkeep of the charity's properties.

ASDA Quiz night: represents funding received towards quiz activities for the residents of the charity.

Residents Training: represents funding received towards the costs of training for residents.

Hub Appeal: represents funding received towards refurbishment of 200 New London Road.

House Furnishings: represents funding received towards the refurbishment project.

Rough Sleeper Initiative: represents funding received towards Rough Sleeper Initiative.

CCG NHS Thurrock: represents funding received towards a mental health worker with counselling and therapy support

Rock Choir Tickets: represents funding received towards the Rock Choir show for the residents of the

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2025**

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charity.

Active Essex Bikes: represents funding received towards the cost of the client bikes.

HSBC: represents funding received towards the cost of property refurbishment.

Net Covid Fund (ECF): represents funding received towards the cost of the renovation costs of move on properties during Covid-19.

British Science Grant: represents funding received towards the costs of the Support Spring Event.

Greater Change: represents funding received towards the support worker staff costs.

Changing Futures: represents funding received towards move on costs.

Sports Active: represents funding received towards move on costs.

Helping Hands: represents funding received towards move on costs.

Rainsford Furniture: represents funding received towards the cost of furniture.

Decorating: represents funding received towards the cost of redecoration.

Lottery funding: represents funding received towards the employment of wellbeing workers.

Turning Point: represents funding received towards the development at Turning Point.

New vehicle: represents funding received towards the purchase of a new vehicle.

Furniture replacement: represents funding received towards the purchase of new furniture and equipment.

#### **Transfers**

Transfers in the year represent the use of restricted funding on capital additions for which there is no ongoing restriction and the closure of funds which have been held for sometime which would have been expended in previous years but expenditure was not duly allocated, and towards overspend of restricted funding.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2025

#### 20. Analysis of net assets between funds

##### Year ended 31 March 2025

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2025<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,287,314                  | 3,729,432                | 5,016,746                |
| Current assets                | 515,724                    | 374,851                  | 890,575                  |
| Creditors less than 1 year    | (167,580)                  | (547,304)                | (714,884)                |
| Creditors greater than 1 year | (544,329)                  | —                        | (544,329)                |
|                               | <u>1,091,129</u>           | <u>3,556,979</u>         | <u>4,648,108</u>         |

##### Year ended 31 March 2024

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2024<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,309,107                  | 600,000                  | 1,909,107                |
| Current assets                | 198,945                    | 75,551                   | 274,496                  |
| Creditors less than 1 year    | (144,219)                  | —                        | (144,219)                |
| Creditors greater than 1 year | (352,635)                  | —                        | (352,635)                |
|                               | <u>1,011,198</u>           | <u>675,551</u>           | <u>1,686,749</u>         |

#### 21. Analysis of changes in net debt

|                          | At 1 Apr 2024<br>£ | Cash flows<br>£ | At<br>31 Mar 2025<br>£ |
|--------------------------|--------------------|-----------------|------------------------|
| Cash at bank and in hand | 173,815            | 420,776         | 594,591                |
| Debt due within one year | (16,878)           | (3,239)         | (20,117)               |
| Debt due after one year  | (352,635)          | (191,694)       | (544,329)              |
|                          | <u>(195,698)</u>   | <u>225,843</u>  | <u>30,145</u>          |

#### 22. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

|                                              | 2025<br>£     | 2024<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 65,600        | 46,750        |
| Later than 1 year and not later than 5 years | 31,900        | 17,250        |
|                                              | <u>97,500</u> | <u>64,000</u> |

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2025**

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#### **23. Related parties**

During the year £230 (2024: £180) of unrestricted donations income was received from two Trustees.

£15,179 (2024: £5,177) of expenditure was made to Birketts of which Hannah Harbottle is also an Associate. £1,202 was owing to Birketts at the 31 March 2025 (2024: £nil)

J Saggs, wife of R Saggs, CEO, is employed by the charity as an operations assistant. J Saggs appointment was made in open competition and R Saggs was not involved in the decision making process regarding the appointment. J Saggs is remunerated within the normal pay scale for her role and receives no special treatment as a result of her relationship with a member of the key management personnel.

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04407742**  
**CHARITY REGISTRATION NUMBER: 1093901**



**CHESS Homeless**  
**Company Limited by Guarantee**  
**Financial statements**  
**31 March 2024**

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Financial statements**

**Year ended 31 March 2024**

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| Independent auditor's report to the members                                  | <b>17</b>   |
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| Balance sheet                                                                | <b>22</b>   |
| Statement of cash flows                                                      | <b>23</b>   |
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# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report)**

#### **Year ended 31 March 2024**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

#### **Reference and administrative details**

|                                               |                                                       |
|-----------------------------------------------|-------------------------------------------------------|
| <b>Registered charity name</b>                | CHESS Homeless                                        |
| <b>Charity registration number</b>            | 1093901                                               |
| <b>Company registration number</b>            | 04407742                                              |
| <b>Principal office and registered office</b> | 200 New London Road<br>Chelmsford<br>Essex<br>CM2 9AB |

#### **The trustees**

The trustees who served during the year and at the date of approval were as follows:

Richard Madden (Chair) (appointed April 2024)  
Julie Ingham (appointed April 2024)  
Andrew Murphy  
Graeme Hall  
Joy Michelle Brown (resigned July 2024)  
Hannah Harbottle (resigned July 2024)  
Ben Shepherd (resigned June 2024)

|                                |                                                                                                                                                  |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company secretary</b>       | Ita Cunningham                                                                                                                                   |
| <b>Chief Executive Officer</b> | Rob Saggs                                                                                                                                        |
| <b>Operations manager</b>      | Lis Gutteridge                                                                                                                                   |
| <b>Auditor</b>                 | Lovewell Blake LLP<br>Chartered accountants & statutory auditor<br>Bankside 300<br>Peachman Way<br>Broadland Business Park<br>Norwich<br>NR7 0LB |
| <b>Bankers</b>                 | The Co-operative Bank plc<br>1 Balloon Street<br>Manchester<br>M60 4EP                                                                           |

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2024

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#### Objectives and activities

The Charity's objects are restricted specifically, only for the public benefit, to relieve poverty, hardship and distress, in particular but not exclusively, amongst the homeless, those at risk of homelessness, and those living in adverse conditions.

This is encapsulated within our Mission statement, Aims and Values of the charity:

#### **Our Mission**

*CHES works to ensure that people who find themselves homeless are supported in ways that enable them to move forward purposefully and in good health.*

#### **Our Aims**

*To provide a good standard of accommodation for the homeless. Supporting improvement in the health and well-being of service users without discrimination or judgement. Giving practical support in achieving independence. Raising awareness of homelessness and to become a catalyst for change and partnership recognising the resources of others.*

#### **Our Values**

*We care for the homeless and those at risk of homelessness, respecting their need for safety and dignity. We promote a sense of security, self-worth and acceptance of the diversity of the individuals we serve. We encourage the growth and development of our staff and service users through partnerships and training opportunities with others. We are committed to equality of opportunity for all.*

#### **Public benefit**

The trustees have taken due regard to the guidance published by the Charity Commission on public benefit. It is considered that the charity provides a public benefit through our stated; Mission, Aims and Values.

**CHES Homeless activities:** CHES Homeless service delivery consists of the following mechanisms:

**Outreach service:** We deliver outreach to the following areas Chelmsford, Braintree, Maldon, Epping, Rochford, Brentwood, Uttlesford and Castlepoint. This is where our Rough Sleeper Initiative (RSI) team funded by the Department of Levelling Up Communities and Housing (DLUHC) go out to investigate reports of rough sleepers initiated by members of the public via the Street-link portal, and direct referrals from the local authorities we work with.

We offer lifesaving supplies such as tents, water, suncream, sleeping bags and food to begin a journey that will hopefully see the individual that is rough sleeping engage and become housed. This can be either directly with us or with another agency or in a private rental scheme.

**Rough Sleeper** Emergency bed spaces that mostly serve the outreach team and the 8 local authorities that we operated in during this financial year. This facility has 9 self-contained units a large communal space and office. The facility houses the Outreach team, Living Skills team and Facilities team and offers 24/7 support to those living on site. It is used as a feeder housing to help those either move back to the areas that they come from, into CHES or other specialist provision and other move on accommodation.

**Hodgkinson House - Shelter:** The Shelter has 7 bedrooms in total and one of these is an independent self-contained disability suite. Each service user has a license during their stay here at CHES Homeless. The shelter also has a professional kitchen where cooking classes take place, a therapeutic green space, 3 private consultation rooms and a small training space. It also houses our support and administration team and is our registered office address. On site is the provision of a kitchenette and lounge upstairs in the shelter so that service users could self-isolate as a household, if necessary. The facility operates on a 24/7 basis and is referred to as 'HH' rather than 'The night shelter', as was previously known as.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Objectives and activities *(continued)***

**Halfway House:** CHESS Homeless continued to deliver the model of the halfway house between shelter accommodation and move-on accommodation. This has 5 hours a day of support staff on site, but it is otherwise accessible and useable in the same way as core CHESS Homeless HMO properties.

**Move on:** The CHESS Homeless move on accommodation consists of 9 other properties that house 48 individuals in total. Service users move from Hodgkinson House or Stock into move on once they have engaged with the 'change programme' that is on offer that helps lead them back into independent living.

**Back into independent accommodation:** Once a service user has stayed in CHESS accommodation for a period of assessment and support, we can verify that they can hold down accommodation in a House of Multiple Occupancy (HMO) environment. This offers assurances to supported housing providers and private landlords.

# CHESS Homeless

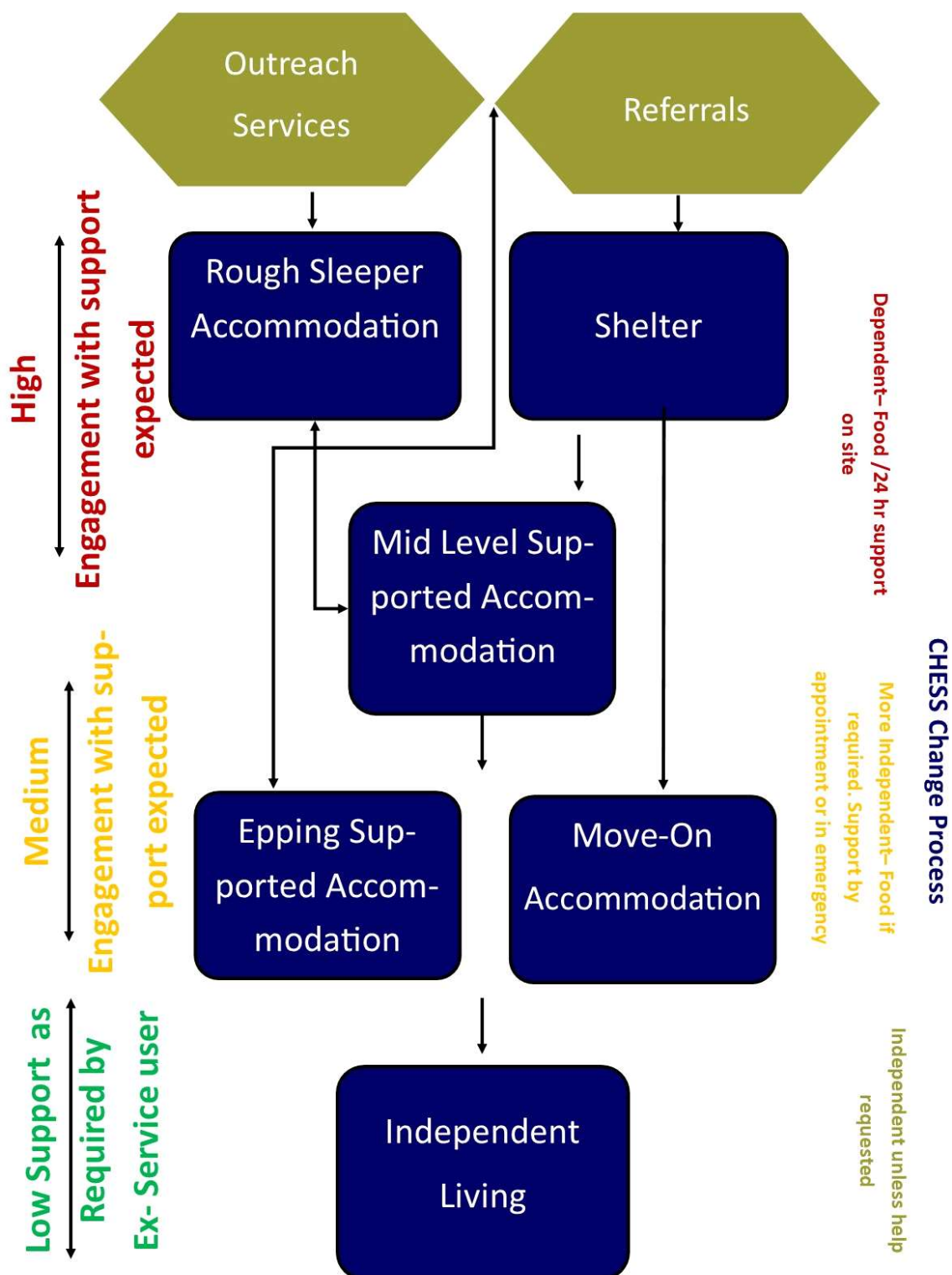
Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2024

Objectives and activities *(continued)*

## Levels of personalised support and dependency through CHESS services



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Objectives and activities *(continued)***

CHESS Homeless uses its accommodation to help address the needs of those that are rough sleeping, homeless or at risk of becoming homeless. There is a tiered system that enables a person to access the correct service in CHESS Homeless, this can be from accessing the rough sleeper beds or Hodgkinson House accommodation to being assessed, and then from there into the most appropriate accommodation for their support needs. This may follow a process where the service user accesses all levels and types of supported accommodation in CHESS Homeless, before finally moving out to live independently. Those individuals who engage well and who have lower levels of support may equally jump a level of supported accommodation before moving on.

CHESS Homeless continued to deliver the model of the halfway house between shelter accommodation and move-on accommodation. This has 5 hours a day of support staff on site, but it is otherwise accessible and usable in the same way as core CHESS Homeless HMO properties.

CHESS Homeless continues to deliver support and housing to those homeless in Epping - this is through direct partnership with the Epping Local authority and the partnership with Essex County Council.

The overall provision of beds in the year was increased from 60 beds to 64 beds. This was due to one of our HMO properties, leased to us by Chelmsford City Council, being taken back for extension purposes and handed back to us in August 2023 with the increased bed spaces. The trustees continue to seek ways to increase bed capacity further to meet the increasing demand in the county.

Throughout all CHESS Homeless accommodation, support staff are assigned to each service user to help them address issues that may have seen them become homeless in the first place. These issues can range from the need for affordable accommodation to substance misuse and access to mental health services.

The biggest challenge we face in reducing our homeless population is the availability of suitable affordable accommodation for them to move in to. There remains a challenge to influence and engage landlords to offer accommodation to residents who are on the 'homeless journey'. There have been some successes but not enough to meet the need. Early intervention with enduring solutions is critical in addressing homelessness. Statistics generated in 2018 show the mean age at death of long term homeless was 47 years for males and 43 years for females; compared to the general population of England and Wales, where the mean age at death was 76 years for men and 81 years for women. This provides the challenge of being able to successfully provide specialist 'wrap-around' support to enable a successful move away from the streets and into accommodation.

Complex drug and alcohol services in Essex can be difficult to access with availability inconsistent across the county especially at short notice. Services that are in place are often many miles away from the user, which builds additional reluctance to engage with services. Interventions can often be short, and clients are often discharged too quickly. For our clients to make the large step back into society they need consistent localised longer-term interventions by specialist workers to successfully aid recovery.

# CHESS Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2024

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##### Objectives and activities *(continued)*

\*National data from Homeless link reports the following:

- People experiencing homelessness suffer from worse physical and mental health than the general population.
- Between 2018 - 2021 63% of respondents reported they had a long-term illness, disability, or infirmity.
- The number of people with a mental health diagnosis has increased substantially from 45% in 2014 to 82% in the 2018 - 2021 cohort.
- 45% of respondents reported they are self-medicating with drugs or alcohol to help them cope with their mental health.
- Barriers in accessing needed support for physical and mental health means people experiencing homelessness are over reliant on emergency health care services, with 48% of respondents having used A&E services in the last year, three times more than the general population.
- Between 2018 - 2021 a total of 38% of respondents had been admitted to hospital in the 12 months before participating in a Homeless Health Needs Audit. The most common reason for hospital admission related to a physical health condition (37%), and 28% related to a mental health condition. or self-harm or attempted suicide.
- For those who had been admitted to hospital nearly a quarter (24%) had been discharged to the streets.
- Nutrition presents as a big challenge with a third of respondents reporting that on average, they eat only one more meal a day.
- Homelessness has a devastating impact on people's health and wellbeing. Across all forms of health care needs, both physical and mental, as well as access to necessary support, people experiencing homelessness report poorer diagnoses and greater barriers to the healthcare needed than the general population. We must understand why this is and address the systemic change needed. Experiencing homelessness should not mean that someone is unable to access the healthcare they need. Nor should it mean we accept poorer health outcomes and growing health inequalities. Homelessness is a health issue, and we must respond accordingly. In 2021 1,286 died whilst being homeless - this is an increase of 32% from 2020 to 2021. With a death now occurring on average every 7 hours.

\*[www.homeless.org.uk/knowledge-hub/unhealthy-state-of-homelessness-2022-findings-from-the-homeless-health-needs-audit/](http://www.homeless.org.uk/knowledge-hub/unhealthy-state-of-homelessness-2022-findings-from-the-homeless-health-needs-audit/).

# CHESS Homeless

## Company Limited by Guarantee

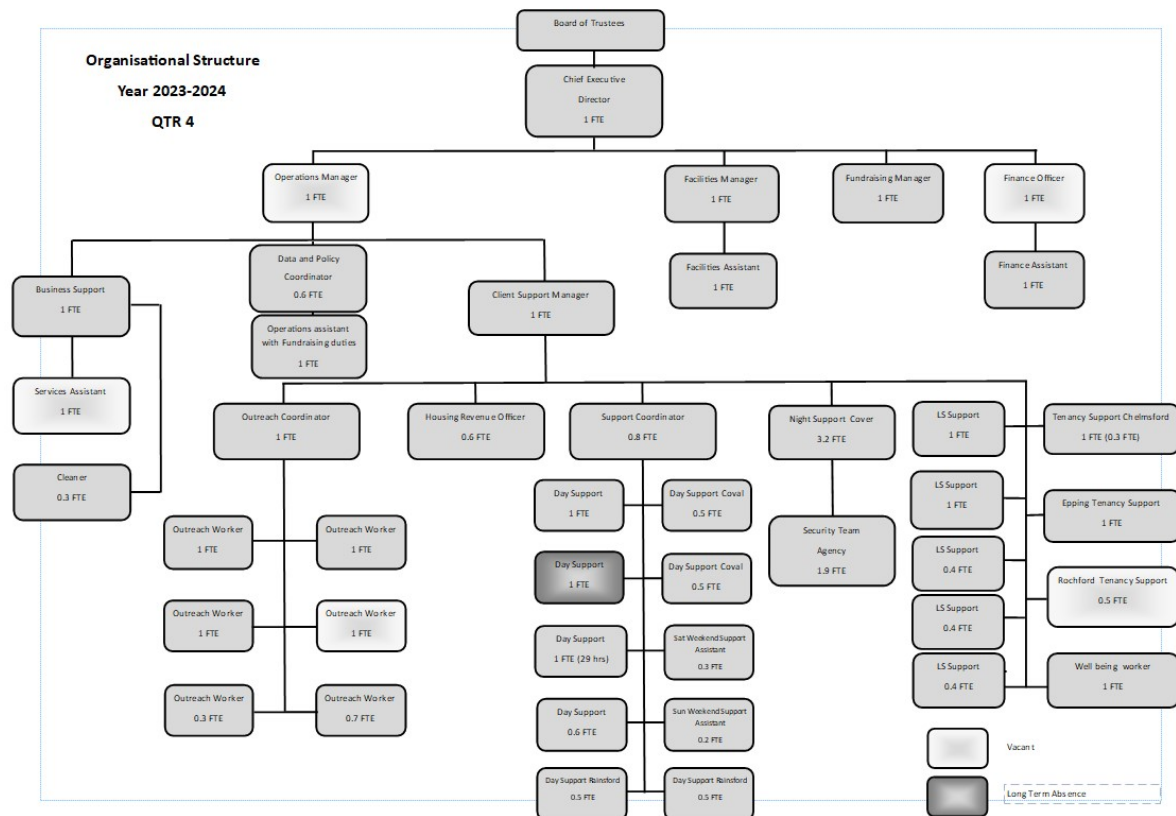
### Trustees' annual report (incorporating the directors' report) (continued)

Year ended 31 March 2024

#### Objectives and activities (continued)

#### CHESS Homeless Organisation Hierarchy

The FTE total for the reporting year was 30.41 with external security of 1.9 and bank work (covering sickness and annual leave) of 0.88.



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Achievements and performance *(continued)***

##### **Achievements and performance**

CHESS Homeless has been funded by Department of Levelling Up Housing and Communities (DLUHC) to provide the Rough Sleeper Initiative (RSI) outreach service in Chelmsford, Epping, Braintree, Maldon, Brentwood, Castle Point, Uttlesford and Rochford. The RSI project provides funding for 5 FTE outreach staff and an Outreach Team Coordinator. The team pick up referrals from members of the public who can report Rough Sleepers via the Street-link app. The team can also be tasked direct from the Council.

The team visits the area where the rough sleeper has been reported within 24 hours and seeks to engage with them. If CHESS Homeless has capacity within the RSI rooms, we will offer a bed space to the person and provide help and support to address the issues that saw the individual become homeless in the first instance. Then the former rough sleeper will be assigned a support worker to help them on their journey into independent living and develop a tailored support programme. This may include signposting them to other agencies for bespoke services.

During this reporting year CHESS Homeless managed to offer 156 individuals a bedspace and access to our integrated outreach and housing support services. This was an increase of 1% on the prior year. 50% of these individuals moved on positively, which is a 14% decrease from the previous year. This decrease is due to 40% of clients not informing CHESS where they have moved onto. We are able to confirm that there is a very high probability that they moved into other accommodation due to the number of individuals not representing as a rough sleeper.

Our RSI staff placed 50 individuals into dedicated RSI beds at Stock and 36 in other CHESS accommodation. We secured alternative accommodation for an additional 70 individuals. In total 156 individuals were either prevented from rough sleeping or removed from the immediate risk of rough sleeping in this period. CHESS will continue to deliver the RSI service until March 2025.

Two properties that CHESS has operated from since the pandemic were handed back to the council at the early part of this financial year seeing a reduction of 6 bed spaces for a short period of time. CHESS took back a recently refurbished property in August of this financial year which consisted of 10 bedspaces – 9 of these bedspaces are used with the 10<sup>th</sup> one being utilised for a meeting space.

NHS Collaboration – We have been working hard throughout this year to ensure that the homeless community have the same access to health services as housed people. Throughout this year we have managed to work in partnership with the NHS and they also wanted CHESS to partner with a daycentre service 'Sanctus'. Between CHESS, Sanctus and the NHS we are seeking to ensure that homeless people receive the health service they are entitled to. This will include access to mental health, physical health, prescribing nurses access to GP appointments and coaches. This service began in January 2024.

Systems – CHESS implemented a new online training platform for staff to receive their online training from, this new platform enable the team to access mandatory training as well as beneficial training that team may want for their own development. We also included in person training which included First Aid courses, Homelessness law, practice and homelessness reduction act, Conflict resolution and breakaway training, Staff supervision skills training, mentoring sessions, Managing difficult and aggressive situations, Mental health and homelessness Conference & Fire Warden safety training.

'Inform' CHESS homeless Client management system had its first full year of the finance package which manages rental charges and payments.

STAFF changes – During the latter part of the financial year we sadly had the Operations Manager (Lis Gutteridge) hand in her notice due to changing personal circumstances. Lis was happy to continue working for CHESS without the Operational responsibility. Lis Gutteridge took on the post of Data and Policy co-ordinator on a part time basis. CHESS also had the loss of its finance officer and as a result of this exported the Finance officer duties to Insight associates. We also exported the HR services as this was a part of the Operations Managers role.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Achievements and performance *(continued)***

Fundraising & Marketing New website launched Dec 23 – Members Brunch that raised in excess of £10k for specific projects including Head office building works and Turning Point development; Sleepouts Essex Cricket Club April £1500 £10k November Chelmsford Cathedral – Tough Mudder £2k – Rock Choir June at Chelmsford Cathedral £2k, various talks and fayres and fates were attended to help both raise awareness and funding.

CHESS Homeless were successful in 4 years' worth of grant funding for the living skills team through the national Lottery worth £354,785.

##### **Headline achievements**

Our service is naturally people focused and relies heavily on face-to-face support meetings. Our shelter (Hodgkinson House) continues 24 hours a day and 7 days a week with an increase from 6 to 7 beds.

- Total Bed Space Nights Generated throughout the Operations of CHESS – 21,573 (this is an increase from the previous year of 126 due to isolating issues and a property / bedspace increasing).
- Achieved 92% Utilisation of Core Bed Spaces (this was up by 2% from the previous year).
- 156 people were offered a bed and bespoke support within CHESS Homeless.
- 156 people were relieved or prevented from becoming homeless.
- 7 people gained employment whilst in CHESS.
- 309 unique individuals in contact with the Outreach Team (an increase of 48 from the previous year).
- RSI Contacts attempted – 2,840.
- Street Casework visits/logs – 2,344.
- RSI in-house support consultations – 1,957.
- CHESS client support casework actions - 2,866.
- CHESS training/wellbeing meetings – 163.
- Training support meetings - 183.
- Employment support meetings - 349.
- CHESS gained funding to reduce environmental impact and fuel costs for a new outreach vehicle.
- The Outreach Team helped facilitate 106 moves of clients directly from the streets into non-RSI accommodation.
- Emotional and General wellbeing support for all of CHESS accommodation projects included 1608 sessions (this is covered during support sessions and outreach).

# CHESS Homeless

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2024

## Achievements and performance *(continued)*



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Financial review**

##### **Financial review and principal sources of funding**

During the course of 2022/23 CHESS Homeless engaged Six-Key Policy Advisors to undertake a review of existing Housing Benefit rates received from Chelmsford City Council resulting in a substantial uplift in the rates which came into effect on 1 January 2023. Consequently, income from Housing Benefit and rents increased by 43% to £763k (2023: £532k).

During the year Felton Fundraising were responsible for securing £87k of grants and donations at a cost of £13k pa.

The main grants and donations received during the course of the year included:

- Big Lottery Fund - £335k over 4 years
- Mulberry Trust, £15k
- Souter Charitable Trust £10k

Overall expenditure was up by 7.6% to £1,559k (2023: £1,449k). Staffing costs rose by 2% to £918k (£896k: 2023). Unrestricted operating costs increased by 24% to £1,406k (2023: £1,134k) this was due largely by the substantial increase in energy costs and maintenance.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Financial review *(continued)***

##### **Reserves Policy**

The current policy is to have reserves equalling six months operating costs which for the year 2023/24 would amount to £703k. However, current free reserves stand at £54,726 (2023: £87k) leaving a deficit of £648k. We are investigating the benefits of recalculating reserve requirements using actual amounts on a declining basis over a six month period which would give a much more realistic figure currently in the region of £250k. Whilst the charity is still below the target level we would expect the uplift in Housing Benefit to significantly improve the reserves together with the expansion of the housing stock operated by the charity.

##### **Plans for future periods**

Early in this financial year visits to a neighbouring County took place to look at how they delivered their service and how CHESS might learn from them, as well as see if any different service delivery models might be adopted – The Ferry project in Wisbech have an innovative project that enables them to house some of the more entrenched and achieve some good, planned outcomes.

The visit to the Ferry project included viewing some modular housing that they use for their clients and this became a catalyst as to how CHESS might develop the Turning Point site which is owned outright by CHESS, and has a significant amount of underused space. During this financial year CHESS had the opportunity to apply for some government funding administered by Homes England and the MHCLG (Ministry of Housing Communities and Local Government) called SHAP funding (Single Homeless Accommodation Project). CHESS were able to apply for capital and revenue funding through its partnership working with Chelmsford City Council as the funding is only able to be applied for through a registered provider (of which Chelmsford has this status). In November of this financial year CHESS were informed that they had been successful in their application for both Capital and Revenue funding.

Capital Grant agreed: £1,718,613

Revenue Grant agreed: £1.8m

The early costs for this project were not expected to exceed £2.7m and saw CHESS need to raise the gap of £981,387. Due to the funding from the SHAP being under embargo CHESS were not able to go public to raise the additional funding until later in the year. CHESS Trustees wanted to ensure that core funding would not be negatively impacted because of this project, and the decision was made for CHESS to publicly seek financial support early in the new year 2024 and launched a very ambitious appeal with an event being hosted at Boreham house in early February. Attendees included The Lord Lieutenant Mrs Jennifer Tolhurst, The High Sheriff Mr Nick Alston, and a number of other significant VIP's and supporters. Over the course of the month and into March CHES had managed to secure (in principle) funding to meet this gap and achieve the £2.7m needed for the project pending final costs and planning permission being granted.

CHESS Homeless are keen to continue to deliver the RSI outreach service and will continue to provide this service until the end of the contract – we are however keen to engage with ECC (Essex County council) and the Local Authorities to work with them in an ongoing solution beyond the end of contract term.

Strategic development began in January 24 with an external consultant. This was to allow CHESS to future plan and review annually the people, facilities, contracts & process' in one place. During the next reporting year will be able to include this piece of work known as the 'Orbit'.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Structure, governance and management**

CHESS Homeless is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. CHESS Homeless is governed by its Memorandum and Articles of Association dated 2nd April 2002 and revised on 6th February 2006, 3rd November 2015 and 16 July 2021.

##### **Recruitment, Appointment and Training of Trustees**

The recruitment and appointment of new trustees follows this process:

CHESS Homeless will advertise for a trustee appointment and request that a trustee application form is completed by those interested individuals. Once the deadline has passed the applicants are shortlisted and invited to attend an interview. Upon a successful interview the candidate / candidates will be invited to sit in and contribute at a minimum of two trustee meetings - the candidate will then be discussed by the current board of Trustees and feedback will be given to the candidate / candidates as to whether they have been successful or not.

Trustees are given an induction pack that explains the role and responsibilities of the trustee. Training for Trustees will be given on an annual basis in the form of away days - these may be virtual depending on the pandemic and restrictions.

The board of Trustees are as detailed on page 1.

##### **Organisational structure**

The board of Trustees delegate the day to day running of the Charity to the CEO. The CEO and Operations Manager routinely report to the board during monthly board meetings.

##### **Setting of remuneration for key management personnel**

Remuneration for members of the Senior Management Team is set and agreed by the Chief Executive Officer and Chair of the Trust in consultation with the Trustees with responsibility for HR or Finance.

Remuneration for the Chief Executive Officer is set by the Chairman of the Trust in consultation with the Trustees with responsibility for HR and Finance.

All posts are determined by comparisons within the industry and local market demands.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Structure, governance and management *(continued)***

###### **Risk Assessment**

CHESS Trustees have produced a risk register that captures the top 10 risks relevant to our operating environment. The risk register has been reviewed by the board of trustees and has become a stand-alone agenda item on all future board meetings.

###### **Fundraising standards information**

The board of trustees supports raising funds from the public in relation to our core activities. The Charity is registered with the Fundraising Regulator. There have been no complaints about fundraising activity this year.

The fundraising department has signed up to the Fundraising Regulator's Code of Fundraising Practice. All fundraising guidance and working practices have been or are being updated so that they are compliant. Fundraisers are also given a briefing before they raise funds for the Charity and will also be given annual updates/reminders via communication from the fundraising department.

All marketing material or information sent from the Charity contains clear instructions on how a person can be removed from the mailing lists and is GDPR compliant.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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##### **Trustees' responsibilities statement**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the Trustees' annual 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 year. 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 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the 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.

##### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditors, Lovewell Blake LLP, were appointed following the year end and have indicated their willingness to accept re-appointment.

##### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2024**

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The trustees' annual report was approved on 17 December 2024 and signed on behalf of the board of trustees by:

Richard Madden (Chair)  
Trustee

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless**

**Year ended 31 March 2024**

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#### **Opinion**

We have audited the financial statements of CHESS Homeless (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2023 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;
- 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 auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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**

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 charity'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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2024**

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#### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report which includes the director' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2024**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement (set out on page 15), the trustees (who are also the directors of the charity 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor 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 an auditor's 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:

- Enquiry of management and those charged with governance to confirm there are no instances of fraud or non-compliance with laws and regulations.
- Review of key accounting estimates, to ensure reasonable and no signs of management bias.
- Review of disclosures within the financial statements and vouching these to supporting documentation to ensure compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the rationale of significant transactions outside the normal course of activities and reviewing accounts estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless** *(continued)*

#### **Year ended 31 March 2024**

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A further description of our responsibilities is available on the FRC's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Proctor FCA DChA (Senior Statutory Auditor)

For and on behalf of  
Lovewell Blake LLP  
Chartered accountants & statutory auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

17 December 2024

# CHESS Homeless

## Company Limited by Guarantee

### Statement of financial activities (including income and expenditure account)

Year ended 31 March 2024

|                                                          |      |                         | 2024                  |                  | 2023             |
|----------------------------------------------------------|------|-------------------------|-----------------------|------------------|------------------|
|                                                          | Note | Unrestricted funds<br>£ | Restricted funds<br>£ | Total funds<br>£ | Total funds<br>£ |
| <b>Income and endowments</b>                             |      |                         |                       |                  |                  |
| Donations and legacies                                   | 5    | 347,163                 | 83,386                | 430,549          | 605,397          |
| Charitable activities                                    | 6    | 880,690                 | 249,717               | 1,130,407        | 902,919          |
| Investment income                                        | 7    | 7,507                   | —                     | 7,507            | 294              |
| <b>Total income</b>                                      |      | <u>1,235,360</u>        | <u>333,103</u>        | <u>1,568,463</u> | <u>1,508,610</u> |
| <b>Expenditure</b>                                       |      |                         |                       |                  |                  |
| Raising funds                                            |      |                         |                       |                  |                  |
| Costs of raising funds                                   | 8    | 58,974                  | 1,078                 | 60,052           | 50,401           |
| Charitable activities                                    | 9    | 1,240,630               | 317,993               | 1,558,623        | 1,449,376        |
| <b>Total expenditure</b>                                 |      | <u>1,299,604</u>        | <u>319,071</u>        | <u>1,618,675</u> | <u>1,499,777</u> |
| <b>Net (expenditure)/income before transfer of funds</b> |      | (64,244)                | 14,032                | (50,212)         | 8,833            |
| Transfers between funds                                  |      | 63,075                  | (63,075)              | —                | —                |
| <b>Net movement in funds</b>                             |      | <u>(1,169)</u>          | <u>(49,043)</u>       | <u>(50,212)</u>  | <u>8,833</u>     |
| <b>Reconciliation of funds</b>                           |      |                         |                       |                  |                  |
| Total funds brought forward                              |      | <u>1,012,367</u>        | <u>724,594</u>        | <u>1,736,961</u> | <u>1,728,128</u> |
| <b>Total funds carried forward</b>                       |      | <u>1,011,198</u>        | <u>675,551</u>        | <u>1,686,749</u> | <u>1,736,961</u> |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 24 to 37 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Balance sheet

31 March 2024

|                                                                |      | 2024             |                  | 2023            |                  |
|----------------------------------------------------------------|------|------------------|------------------|-----------------|------------------|
|                                                                | Note | £                | £                | £               | £                |
| <b>Fixed assets</b>                                            |      |                  |                  |                 |                  |
| Tangible fixed assets                                          | 15   |                  | 1,909,107        |                 | 1,892,442        |
| <b>Current assets</b>                                          |      |                  |                  |                 |                  |
| Debtors                                                        | 16   | 100,681          |                  | 172,951         |                  |
| Cash at bank and in hand                                       |      | 173,815          |                  | 126,287         |                  |
|                                                                |      | <u>274,496</u>   |                  | <u>299,238</u>  |                  |
| <b>Creditors: Amounts falling due within one year</b>          | 17   | <u>(144,219)</u> |                  | <u>(87,516)</u> |                  |
| <b>Net current assets</b>                                      |      |                  | 130,277          |                 | 211,722          |
| <b>Total assets less current liabilities</b>                   |      |                  | 2,039,384        |                 | 2,104,164        |
| <b>Creditors: Amounts falling due after more than one year</b> | 18   |                  | <u>(352,635)</u> |                 | <u>(367,203)</u> |
| <b>Net assets</b>                                              |      |                  | <u>1,686,749</u> |                 | <u>1,736,961</u> |
| <b>Funds of the charity</b>                                    |      |                  |                  |                 |                  |
| Restricted funds                                               |      |                  | 675,551          |                 | 724,594          |
| Unrestricted funds                                             |      |                  | <u>1,011,198</u> |                 | <u>1,012,367</u> |
| <b>Total charity funds</b>                                     | 19   |                  | <u>1,686,749</u> |                 | <u>1,736,961</u> |

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

These financial statements were approved by the board of trustees and authorised for issue on 17 December 2024, and are signed on behalf of the board by:

Richard Madden (Chair)  
Trustee

Company registration number: 04407742

The notes on pages 24 to 37 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Statement of cash flows

Year ended 31 March 2024

|                                                             | 2024<br>£       | 2023<br>£       |
|-------------------------------------------------------------|-----------------|-----------------|
| <b>Cash flows from operating activities</b>                 |                 |                 |
| Net (expenditure)/income                                    | (50,212)        | 8,833           |
| <i>Adjustments for:</i>                                     |                 |                 |
| Depreciation of tangible fixed assets                       | 33,172          | 23,944          |
| Other interest receivable and similar income                | (7,507)         | (294)           |
| Interest payable and similar charges                        | 29,025          | 20,570          |
| <i>Changes in:</i>                                          |                 |                 |
| Trade and other debtors                                     | 72,270          | (108,203)       |
| Trade and other creditors                                   | 57,042          | (4,260)         |
| Cash generated from operations                              | 133,790         | (59,410)        |
| Interest paid                                               | (29,025)        | (20,570)        |
| Interest received                                           | 7,507           | 294             |
| Net cash from/(used in) operating activities                | <u>112,272</u>  | <u>(79,686)</u> |
| <b>Cash flows from investing activities</b>                 |                 |                 |
| Purchase of tangible assets                                 | (49,837)        | (76,468)        |
| Net cash used in investing activities                       | <u>(49,837)</u> | <u>(76,468)</u> |
| <b>Cash flows from financing activities</b>                 |                 |                 |
| Repayment of borrowing                                      | (14,907)        | (18,400)        |
| Net cash used in financing activities                       | <u>(14,907)</u> | <u>(18,400)</u> |
| <b>Net increase/(decrease) in cash and cash equivalents</b> | 47,528          | (174,554)       |
| <b>Cash and cash equivalents at beginning of year</b>       | 126,287         | 300,841         |
| <b>Cash and cash equivalents at end of year</b>             | <u>173,815</u>  | <u>126,287</u>  |

The notes on pages 24 to 37 form part of these financial statements.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 March 2024**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 200 New London Road, Chelmsford, Essex, CM2 9AB.

#### **2. Statement of compliance**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain assets measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

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

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2024**

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#### **3. Accounting policies** *(continued)*

##### **Income**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Income from housing benefit is recognised when the charity becomes entitled to the resource.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                       |   |                       |
|-----------------------|---|-----------------------|
| Fixtures and fittings | - | 20% straight line     |
| Motor vehicles        | - | 25% straight line     |
| Equipment             | - | 20%/50% straight line |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

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#### 3. Accounting policies *(continued)*

##### Depreciation *(continued)*

Due to the nature of the charity depreciation of the property held is recognised by way of maintenance costs instead of a depreciation charge. Property is also held at cost and the trustees consider that the market value of the property is greater than the cost recognised within the financial statements.

Assets under construction will be depreciated on completion.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### 4. Limited by guarantee

The Company is limited by guarantee. In the event of winding up, each member is liable to contribute a sum not exceeding £10.

#### 5. Donations and legacies

|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|------------------|----------------------------|--------------------------|--------------------------|
| <b>Donations</b> |                            |                          |                          |
| Donations        | 209,473                    | 4,000                    | 213,473                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 137,690                    | 79,386                   | 217,076                  |
|                  | <u>347,163</u>             | <u>83,386</u>            | <u>430,549</u>           |
|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
| <b>Donations</b> |                            |                          |                          |
| Donations        | 285,348                    | 11,800                   | 297,148                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 217,987                    | 90,262                   | 308,249                  |
|                  | <u>503,335</u>             | <u>102,062</u>           | <u>605,397</u>           |

During the year ended 31 March 2024 £145,390 (2023: £103,890) of government funding was received.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

#### 6. Charitable activities

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 763,439                    | –                        | 763,439                  |
| Housing Related Support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 249,717                  | 249,717                  |
|                          | <u>880,690</u>             | <u>249,717</u>           | <u>1,130,407</u>         |
|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
| Housing benefit and rent | 532,323                    | –                        | 532,323                  |
| Housing Related Support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 253,345                  | 253,345                  |
|                          | <u>649,574</u>             | <u>253,345</u>           | <u>902,919</u>           |

During the year ended 31 March 2024 £366,968 (2023: £370,596) of government funding was received.

#### 7. Investment income

|                          | Unrestricted<br>Funds<br>£ | Total Funds<br>2024<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Bank interest receivable | <u>7,507</u>               | <u>7,507</u>             | <u>294</u>                 | <u>294</u>               |

#### 8. Costs of raising funds

|                         | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|-------------------------|----------------------------|--------------------------|--------------------------|
| Wages and salaries      | 36,420                     | –                        | 36,420                   |
| Other fundraising costs | 22,554                     | 1,078                    | 23,632                   |
|                         | <u>58,974</u>              | <u>1,078</u>             | <u>60,052</u>            |
|                         | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
| Wages and salaries      | 35,660                     | –                        | 35,660                   |
| Other fundraising costs | 14,741                     | –                        | 14,741                   |
|                         | <u>50,401</u>              | <u>–</u>                 | <u>50,401</u>            |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

#### 9. Expenditure on charitable activities

|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2024<br>£ |
|---------------|----------------------------|--------------------------|--------------------------|
| Housing costs | 451,830                    | 16,460                   | 468,290                  |
| Support costs | 788,800                    | 301,533                  | 1,090,333                |
|               | <u>1,240,630</u>           | <u>317,993</u>           | <u>1,558,623</u>         |
|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
| Housing costs | 313,167                    | 102,057                  | 415,224                  |
| Support costs | 770,185                    | 263,967                  | 1,034,152                |
|               | <u>1,083,352</u>           | <u>366,024</u>           | <u>1,449,376</u>         |

#### 10. Analysis of support costs

|                           | 2024<br>£        | 2023<br>£        |
|---------------------------|------------------|------------------|
| Staff costs               | 880,127          | 860,027          |
| Outsourced staff costs    | 4,027            | 3,035            |
| Communications and IT     | 77,457           | 64,250           |
| General office            | 67,605           | 52,231           |
| Finance costs             | 29,025           | 20,570           |
| Motor and travel expenses | 16,177           | 20,238           |
| Audit fees                | 11,058           | 12,300           |
| Legal & professional      | 4,857            | 1,501            |
|                           | <u>1,090,333</u> | <u>1,034,152</u> |

#### 11. Net (expenditure)/income

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

|                                       | 2024<br>£     | 2023<br>£     |
|---------------------------------------|---------------|---------------|
| Depreciation of tangible fixed assets | 33,172        | 23,944        |
| Operating lease payments              | <u>91,690</u> | <u>86,759</u> |

#### 12. Auditors remuneration

|                                                        | 2024<br>£     | 2023<br>£     |
|--------------------------------------------------------|---------------|---------------|
| Fees payable for the audit of the financial statements | 10,536        | 10,338        |
| Prior year under accrual                               | 522           | 1,962         |
|                                                        | <u>11,058</u> | <u>12,300</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

#### 13. Staff costs

|                        | 2024<br>£      | 2023<br>£      |
|------------------------|----------------|----------------|
| Wages and salaries     | 836,700        | 814,505        |
| Social security costs  | 64,653         | 66,091         |
| Employer pension costs | 16,896         | 15,091         |
|                        | <u>918,249</u> | <u>895,687</u> |

The average number of persons employed by the charity during the year amounted to 47 (2023: 42)

The number of employees that received emoluments in the following bands:

|                   | 2024 | 2023 |
|-------------------|------|------|
| £60,000 - £69,999 | 1    | 1    |

#### Key Management Personnel

The Key Management Personnel include the Chief Executive Officer together with the Finance Officer and Operations Manager.

The total value of remuneration and benefits received by Key Management Personnel was £150,204 (2023: £158,257).

#### 14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 15. Tangible fixed assets

|                        | Freehold<br>property<br>£ | Fixtures<br>and fittings<br>£ | Motor<br>vehicles<br>£ | Equipment<br>£ | Asset under<br>construction<br>£ | Total<br>£       |
|------------------------|---------------------------|-------------------------------|------------------------|----------------|----------------------------------|------------------|
| <b>Cost</b>            |                           |                               |                        |                |                                  |                  |
| At 1 Apr 2023          | 1,785,400                 | 58,839                        | 56,871                 | 98,357         | –                                | 1,999,467        |
| Additions              | –                         | 2,410                         | 38,494                 | –              | 8,933                            | 49,837           |
| <b>At 31 Mar 2024</b>  | <u>1,785,400</u>          | <u>61,249</u>                 | <u>95,365</u>          | <u>98,357</u>  | <u>8,933</u>                     | <u>2,049,304</u> |
| <b>Depreciation</b>    |                           |                               |                        |                |                                  |                  |
| At 1 Apr 2023          | –                         | 6,442                         | 44,617                 | 55,966         | –                                | 107,025          |
| Charge for the year    | –                         | 12,821                        | 7,496                  | 12,855         | –                                | 33,172           |
| <b>At 31 Mar 2024</b>  | <u>–</u>                  | <u>19,263</u>                 | <u>52,113</u>          | <u>68,821</u>  | <u>–</u>                         | <u>140,197</u>   |
| <b>Carrying amount</b> |                           |                               |                        |                |                                  |                  |
| <b>At 31 Mar 2024</b>  | <u>1,785,400</u>          | <u>41,986</u>                 | <u>43,252</u>          | <u>29,536</u>  | <u>8,933</u>                     | <u>1,909,107</u> |
| At 31 Mar 2023         | <u>1,785,400</u>          | <u>52,397</u>                 | <u>12,254</u>          | <u>42,391</u>  | <u>–</u>                         | <u>1,892,442</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

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##### 15. Tangible fixed assets *(continued)*

A 10 year restriction on the sale of Woodstock Motel, Chelmsford was in place at the year end, which requires the charity to return a proportion of any gain on disposal to the previous owner. No amount for this was recognised within the financial statements at the year end as the trustees do not wish to dispose of this property and also due to the immeasurable value. The restriction expires in 2032.

##### 16. Debtors

|                                | 2024           | 2023           |
|--------------------------------|----------------|----------------|
|                                | £              | £              |
| Trade debtors                  | 39,089         | 83,134         |
| Prepayments and accrued income | 51,646         | 78,923         |
| Other debtors                  | 9,946          | 10,894         |
|                                | <u>100,681</u> | <u>172,951</u> |

##### 17. Creditors: Amounts falling due within one year

|                                 | 2024           | 2023          |
|---------------------------------|----------------|---------------|
|                                 | £              | £             |
| Bank loans and overdrafts       | 16,878         | 17,217        |
| Trade creditors                 | 42,763         | 25,932        |
| Accruals and deferred income    | 67,746         | 16,971        |
| Social security and other taxes | 16,832         | 21,176        |
| Other creditors                 | —              | 6,220         |
|                                 | <u>144,219</u> | <u>87,516</u> |

|                                 | 2024          | 2023     |
|---------------------------------|---------------|----------|
|                                 | £             | £        |
| Deferred income brought forward | —             | 19,925   |
| Released during the year        | —             | (19,925) |
| Deferred during the year        | 47,384        | —        |
| Deferred income carried forward | <u>47,384</u> | <u>—</u> |

Deferred income relates to grants received for future periods.

##### 18. Creditors: Amounts falling due after more than one year

|                           | 2024           | 2023           |
|---------------------------|----------------|----------------|
|                           | £              | £              |
| Bank loans and overdrafts | <u>352,635</u> | <u>367,203</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

#### 18. Creditors: Amounts falling due after more than one year *(continued)*

##### Analysis of loans payable by instalments

|                                                     | 2024<br>£      | 2023<br>£      |
|-----------------------------------------------------|----------------|----------------|
| In more than one year but not more than two years   | 16,878         | 17,217         |
| In more than two years but not more than five years | 79,768         | 81,355         |
| Greater than five years                             | 272,868        | 285,848        |
|                                                     | <u>369,514</u> | <u>384,420</u> |

The bank loans are on a repayment basis repayable over 60 months from the date the loan was drawn and is secured on property owned by the charity. Interest is calculated at a fixed rate of 5.65% to March 2024 and 5.90% from April 2024.

#### 19. Analysis of charitable funds

##### *Unrestricted funds*

Year ended 31 March 2024

|               | At 1 April<br>2023<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2024<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 1,012,367               | 1,235,360   | (1,299,604)      | 63,075         | 1,011,198                |

Year ended 31 March 2023

|               | At 1 April<br>2022<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2023<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 956,705                 | 1,153,203   | (1,133,753)      | 36,212         | 1,012,367                |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

##### ***Restricted funds***

Year ended 31 March 2024

|                                    | At 1 April<br>2023 | Income         | Expenditure      | Transfers       | At 31 March<br>2024 |
|------------------------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                                    | £                  | £              | £                | £               | £                   |
| CRM & Accounting Software          | 336                | —              | —                | (336)           | —                   |
| General Christian Act              | 20                 | —              | —                | (20)            | —                   |
| Client Incentives                  | 2,327              | —              | —                | (2,327)         | —                   |
| Refurbishment 7-8 George<br>Street | 3,579              | —              | —                | (3,579)         | —                   |
| Maintenance Support                | 450                | —              | —                | (450)           | —                   |
| Essex Community                    | 800                | —              | —                | (800)           | —                   |
| ASDA quiz night                    | 322                | —              | —                | (322)           | —                   |
| Residents Training                 | 1,395              | —              | (28)             | (1,367)         | —                   |
| Property Revaluation               | 24,900             | —              | —                | —               | 24,900              |
| Hub Appeal                         | 1,200              | —              | —                | (1,200)         | —                   |
| House Furnishings                  | 241                | —              | —                | (241)           | —                   |
| Rough Sleeper Initiative           | 12,106             | 249,717        | (261,823)        | —               | —                   |
| CCG NHS Thurrock                   | 25,000             | —              | —                | (25,000)        | —                   |
| Rock Choir Tickets                 | 464                | —              | —                | (464)           | —                   |
| Active Essex Bikes                 | 554                | —              | —                | (554)           | —                   |
| HSBC                               | 1,175              | —              | —                | (1,175)         | —                   |
| Community Partnership (ECF)        | 21,436             | —              | (21,436)         | —               | —                   |
| British Science                    | 90                 | —              | —                | (90)            | —                   |
| Greater Change                     | 10,199             | —              | (1,328)          | —               | 8,871               |
| Changing Futures                   | 5,000              | —              | (5,000)          | —               | —                   |
| Sports Active                      | 3,000              | —              | —                | (3,000)         | —                   |
| Helping Hands                      | 9,500              | —              | (2,720)          | —               | 6,780               |
| Rainsford Furniture                | 500                | —              | —                | (500)           | —                   |
| Decorating                         | —                  | 6,000          | (6,350)          | 350             | —                   |
| Lottery Funding                    | —                  | 16,386         | (16,386)         | —               | —                   |
| Turning Point                      | —                  | 35,000         | —                | —               | 35,000              |
| New vehicle                        | —                  | 22,000         | —                | (22,000)        | —                   |
| Furniture replacement              | —                  | 4,000          | (4,000)          | —               | —                   |
|                                    | <u>124,594</u>     | <u>333,103</u> | <u>(319,071)</u> | <u>(63,075)</u> | <u>75,551</u>       |

##### ***Restricted fixed assets***

|                       | At 1 April<br>2023 | Income         | Expenditure      | Transfers       | At 31 March<br>2024 |
|-----------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                       | £                  | £              | £                | £               | £                   |
| Woodstock Motel       | 600,000            | —              | —                | —               | 600,000             |
|                       | <u>600,000</u>     | <u>—</u>       | <u>—</u>         | <u>—</u>        | <u>600,000</u>      |
| Restricted fund total | <u>724,594</u>     | <u>333,103</u> | <u>(319,071)</u> | <u>(63,075)</u> | <u>675,551</u>      |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

##### **Restricted funds**

Year ended 31 March 2023

|                                 | At 1 April<br>2022 | Income         | Expenditure      | Transfers | At 31 March<br>2023 |
|---------------------------------|--------------------|----------------|------------------|-----------|---------------------|
|                                 | £                  | £              | £                | £         | £                   |
| CCRM & Accounting Software      | 336                | –              | –                | –         | 336                 |
| Bedrooms                        | 2,000              | –              | (2,000)          | –         | –                   |
| General Christian Act           | 20                 | –              | –                | –         | 20                  |
| Client Incentives               | 2,327              | –              | –                | –         | 2,327               |
| Refurbishment 7-8 George Street | 5,079              | –              | (1,500)          | –         | 3,579               |
| Maintenance Support             | 450                | –              | –                | –         | 450                 |
| Essex Community                 | 800                | –              | –                | –         | 800                 |
| ASDA quiz night                 | 322                | –              | –                | –         | 322                 |
| Residents Training              | 1,395              | –              | –                | –         | 1,395               |
| Property Revaluation            | 24,900             | –              | –                | –         | 24,900              |
| Hub Appeal                      | 1,200              | –              | –                | –         | 1,200               |
| Kitchen Refurbishment           | 7,200              | –              | (7,200)          | –         | –                   |
| House Furnishings               | 300                | –              | (59)             | –         | 241                 |
| Rough Sleeper Initiative        | 31,252             | 253,345        | (272,491)        | –         | 12,106              |
| CCG NHS Thurrock                | 48,750             | –              | (23,750)         | –         | 25,000              |
| Rock Choir Tickets              | 464                | –              | –                | –         | 464                 |
| Active Essex Bikes              | 514                | 40             | –                | –         | 554                 |
| HSBC                            | 4,696              | –              | (3,521)          | –         | 1,175               |
| Net Covid Fund (ECF)            | 25,265             | 20,000         | (45,265)         | –         | –                   |
| Community Partnership (ECF)     | –                  | 25,770         | (4,334)          | –         | 21,436              |
| British Science                 | 90                 | –              | –                | –         | 90                  |
| Greater Change                  | 13,068             | –              | (2,869)          | –         | 10,199              |
| Winter Project                  | 995                | 2,040          | (3,035)          | –         | –                   |
| Changing Futures                | –                  | 5,000          | –                | –         | 5,000               |
| Sports Active                   | –                  | 3,000          | –                | –         | 3,000               |
| Helping Hands                   | –                  | 9,500          | –                | –         | 9,500               |
| Rainsford Furniture             | –                  | 500            | –                | –         | 500                 |
|                                 | <u>171,423</u>     | <u>319,195</u> | <u>(366,024)</u> | <u>–</u>  | <u>124,594</u>      |

##### **Restricted fixed assets**

|                                       | At 1 April<br>2022 | Income         | Expenditure      | Transfers       | At 31 March<br>2023 |
|---------------------------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                                       | £                  | £              | £                | £               | £                   |
| Woodstock Motel                       | 600,000            | –              | –                | –               | 600,000             |
| Woodstock Motel Fixtures and Fittings | –                  | 36,212         | –                | (36,212)        | –                   |
|                                       | <u>600,000</u>     | <u>36,212</u>  | <u>–</u>         | <u>(36,212)</u> | <u>600,000</u>      |
| Restricted fund total                 | <u>771,423</u>     | <u>355,407</u> | <u>(366,024)</u> | <u>(36,212)</u> | <u>724,594</u>      |

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2024**

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CRM & Accounting Software: represents funding received towards the integration of accounting and CRM software

Bedrooms: represents funding received towards the purchase of bedroom furniture.

General Christian Act: represents funding received towards the support of service users.

Client incentives: represents funding received towards the support of service users.

Refurbishment 7-8 George Street: represents funding received towards the refurbishment of 7-8 George Street.

Maintenance Support: represents funding received towards the training of the maintenance staff.

Essex Community: represents funding received towards the upkeep of the charity's properties.

ASDA Quiz night: represents funding received towards quiz activities for the residents of the charity.

Residents Training: represents funding received towards the costs of training for residents.

Hub Appeal: represents funding received towards refurbishment of 200 New London Road.

Kitchen refurbishment: represents funding received towards the refurbishment project.

House Furnishings: represents funding received towards the refurbishment project.

Rough Sleeper Initiative: represents funding received towards Rough Sleeper Initiative.

CCG NHS Thurrock: represents funding received towards a mental health worker with counselling and therapy support

Rock Choir Tickets: represents funding received towards the Rock Choir show for the residents of the charity.

Active Essex Bikes: represents funding received towards the cost of the client bikes.

HSBC: represents funding received towards the cost of property refurbishment.

Net Covid Fund (ECF): represents funding received towards the cost of the renovation costs of move on properties during Covid-19.

NSAP: represents funding received towards the running costs of properties.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2024**

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TNL: represents funding received towards the cost of a new car for support workers.

British Science Grant: represents funding received towards the costs of the Support Spring Event.

Greater Change: represents funding received towards the support worker staff costs.

Safer Places: represents funding received towards the cost of the Safe Haven pilot project.

Winter Project: represents funding received towards the annual Winter Project programme.

Changing Futures: represents funding received towards move on costs.

Sports Active: represents funding received towards move on costs.

Helping Hands: represents funding received towards move on costs.

Rainsford Furniture: represents funding received towards the cost of furniture.

Decorating: represents funding received towards the cost of redecoration.

Lottery funding: represents funding received towards the employment of Living Skills workers.

Turning Point: represents funding received towards the development at Turning Point.

New vehicle: represents funding received towards the purchase of a new vehicle.

Furniture replacement: represents funding received towards the purchase of new furniture and equipment.

#### **Transfers**

Transfers in the year represent the use of restricted funding on capital additions for which there is no ongoing restriction, the closure of funds which have been held for sometime which would have been expended in previous years but expenditure was not duly allocated, and towards overspend of restricted funding.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2024

#### 20. Analysis of net assets between funds

##### Year ended 31 March 2024

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2024<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,309,107                  | 600,000                  | 1,909,107                |
| Current assets                | 198,945                    | 75,551                   | 274,496                  |
| Creditors less than 1 year    | (144,219)                  | –                        | (144,219)                |
| Creditors greater than 1 year | (352,635)                  | –                        | (352,635)                |
|                               | <u>1,011,198</u>           | <u>675,551</u>           | <u>1,686,749</u>         |

##### Year ended 31 March 2023

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2023<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,292,442                  | 600,000                  | 1,892,442                |
| Current assets                | 174,644                    | 124,594                  | 299,238                  |
| Creditors less than 1 year    | (87,516)                   | –                        | (87,516)                 |
| Creditors greater than 1 year | (367,203)                  | –                        | (367,203)                |
|                               | <u>1,012,367</u>           | <u>724,594</u>           | <u>1,736,961</u>         |

#### 21. Analysis of changes in net debt

|                          | At 1 Apr 2023<br>£ | Cash flows<br>£ | At<br>31 Mar 2024<br>£ |
|--------------------------|--------------------|-----------------|------------------------|
| Cash at bank and in hand | 126,287            | 47,528          | 173,815                |
| Debt due within one year | (17,217)           | 339             | (16,878)               |
| Debt due after one year  | (367,203)          | 14,568          | (352,635)              |
|                          | <u>(258,133)</u>   | <u>62,435</u>   | <u>(195,698)</u>       |

#### 22. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

|                                              | 2024<br>£     | 2023<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 46,750        | 37,040        |
| Later than 1 year and not later than 5 years | 17,250        | –             |
|                                              | <u>64,000</u> | <u>37,040</u> |

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2024**

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#### **23. Related parties**

During the year £180 (2023: £180) of unrestricted donations income was received from two Trustees.

£5,177 (2023: £1,080) of expenditure was made to Birketts of which Hannah Harbottle is also an Associate.

J Saggs, wife of R Saggs, CEO, is employed by the charity as an operations assistant. J Saggs appointment was made in open competition and R Saggs was not involved in the decision making process regarding the appointment. J Saggs is remunerated within the normal pay scale for her role and receives no special treatment as a result of her relationship with a member of the key management personnel.

#### **24. Events after the end of the reporting period**

During the year the charity has been successful in gaining funding both confirmed and in principle to develop 24 modular homes on the site of Stock Motel (Turning Point). The total capital funding is in the region of £2.7m. To make space to develop the modular homes, an element of the existing building will have to be demolished. The Trustees are satisfied that the demolition and the building of the modular homes will not have a negative impact on the value of the building which is currently included in the accounts at £600,000. The development will be commenced and completed during the year ended 31 March 2025.

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04407742**  
**CHARITY REGISTRATION NUMBER: 1093901**



**CHESS Homeless**  
**Company Limited by Guarantee**  
**Financial statements**  
**31 March 2023**

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Financial statements**

**Year ended 31 March 2023**

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| Independent auditor's report to the members                                  | <b>17</b>   |
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| Balance sheet                                                                | <b>22</b>   |
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# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report)**

#### **Year ended 31 March 2023**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

#### **Reference and administrative details**

|                                               |                                                       |
|-----------------------------------------------|-------------------------------------------------------|
| <b>Registered charity name</b>                | CHESS Homeless                                        |
| <b>Charity registration number</b>            | 1093901                                               |
| <b>Company registration number</b>            | 04407742                                              |
| <b>Principal office and registered office</b> | 200 New London Road<br>Chelmsford<br>Essex<br>CM2 9AB |

#### **The trustees**

The trustees who served during the year and at the date of approval were as follows:

Joy Michelle Brown (Chair)  
Hannah Harbottle  
Andrew Murphy  
Graeme Hall  
Janice Guy (resigned 14 June 2022)  
Ben Shepherd (appointed 23 August 2022)

|                                |                                                                                                                                                  |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company secretary</b>       | David Brinkley                                                                                                                                   |
| <b>Chief Executive Officer</b> | Rob Saggs                                                                                                                                        |
| <b>Operations manager</b>      | Lis Gutteridge                                                                                                                                   |
| <b>Auditor</b>                 | Lovewell Blake LLP<br>Chartered accountants & statutory auditor<br>Bankside 300<br>Peachman Way<br>Broadland Business Park<br>Norwich<br>NR7 0LB |
| <b>Bankers</b>                 | The Co-operative Bank plc<br>1 Balloon Street<br>Manchester<br>M60 4EP                                                                           |

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2023

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#### Objectives and activities

The Charity's objects are restricted specifically, only for the public benefit, to relieve poverty, hardship and distress, in particular but not exclusively, amongst the homeless, those at risk of homelessness, and those living in adverse conditions.

This is encapsulated within our Mission statement, Aims and Values of the charity:

#### **Our Mission**

*CHES works to ensure that people who find themselves homeless are supported in ways that enable them to move forward purposefully and in good health.*

#### **Our Aims**

*To provide a good standard of accommodation for the homeless. Supporting improvement in the health and well-being of service users without discrimination or judgement. Giving practical support in achieving independence. Raising awareness of homelessness and to become a catalyst for change and partnership recognising the resources of others.*

#### **Our Values**

*We care for the homeless and those at risk of homelessness, respecting their need for safety and dignity. We promote a sense of security, self-worth and acceptance of the diversity of the individuals we serve. We encourage the growth and development of our staff and service users through partnerships and training opportunities with others. We are committed to equality of opportunity for all.*

#### **Public benefit**

The trustees have taken due regard to the guidance published by the Charity Commission on public benefit. It is considered that the charity provides a public benefit through our stated; Mission, Aims and Values.

**CHES Homeless activities:** CHES Homeless service delivery consists of the following mechanisms:

**Outreach service:** We deliver outreach to the following areas Chelmsford, Braintree, Maldon, Epping, Rochford, Brentwood, Uttlesford and Castlepoint. This is where our Rough Sleeper Initiative (RSI) team funded by the Department of Levelling Up Communities and Housing (DLUHC) go out to investigate reports of rough sleepers initiated by members of the public via the Streetlink portal, and direct referrals from the local authorities we work with.

We offer lifesaving supplies such as tents, water, suncream, sleeping bags and food to begin a journey that will hopefully see the individual that is rough sleeping engage and become housed. This can be either directly with us or with another agency or in a private rental scheme.

**Rough Sleeper** Emergency bed spaces that mostly serve the outreach team and the 8 local authorities that we operated in during this financial year. This facility has 9 self-contained units a large communal space and office. The facility houses the outreach team and offers 24/7 support to those living on site. It is used as a feeder housing to help those either move back to the areas that they come from, into CHES or other specialist provision and other move on accommodation.

**Hodgkinson House - Shelter:** The Shelter has 7 bedrooms in total and one of these is an independent self-contained disability suite. Each service user has a license during their stay here at CHES Homeless. The shelter also has a professional kitchen where cooking classes take place, a therapeutic green space, 3 private consultation rooms and a small training space. It also houses our support and administration team and is our registered office address. On site is the provision of a kitchenette and lounge upstairs in the shelter so that service users could self-isolate as a household, if necessary. The facility operates on a 24/7 basis and is referred to as 'HH' rather than 'The night shelter', as was previously known as.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

---

##### **Objectives and activities *(continued)***

**Halfway House:** CHESS Homeless continued to deliver the model of the halfway house between shelter accommodation and move-on accommodation. This has 5 hours a day of support staff on site, but it is otherwise accessible and useable in the same way as core CHESS Homeless HMO properties.

**Move on:** The CHESS Homeless move on accommodation consists of 11 other properties that house 50 individuals in total. Service users move from Hodgkinson House or Woodstock Motel into move on once they have engaged with the 'change programme' that is on offer that helps lead them back into independent living.

**Back into independent accommodation:** Once a service user has stayed in CHESS accommodation for a period of assessment and support, we can verify that they can hold down accommodation in a House of Multiple Occupancy (HMO) environment. This offers assurances to supported housing providers and private landlords.

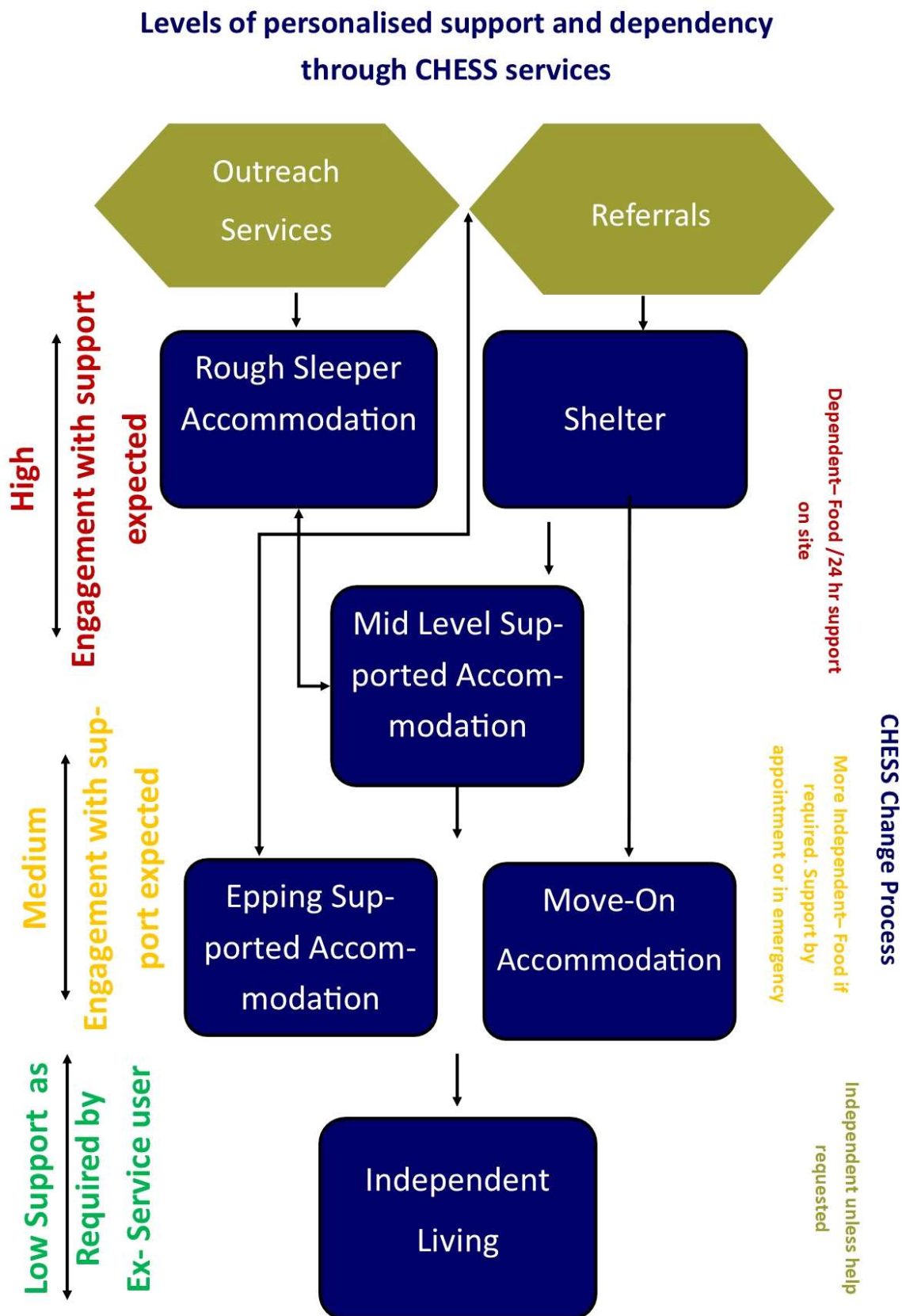
# CHESS Homeless

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2023

Objectives and activities *(continued)*



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

---

##### **Objectives and activities *(continued)***

CHESS Homeless uses its accommodation to help address the needs of those that are rough sleeping, homeless or at risk of becoming homeless. There is a tiered system that enables a person to access the correct service in CHESS Homeless, this can be from accessing the rough sleeper beds or Hodgkinson House accommodation to being assessed, and then from there into the most appropriate accommodation for their support needs. This may follow a process where the service user accesses all levels and types of supported accommodation in CHESS Homeless, before finally moving out to live independently. Those individuals who engage well and who have lower levels of support may equally jump a level of supported accommodation before moving on.

CHESS Homeless continues to deliver support and housing to those homeless in Epping - this is through direct partnership with the Epping Local authority and the partnership with Essex County Council.

The overall provision of beds in the year was reduced from 66 beds to 60 beds. This was due to one of our HMO properties, leased to us by Chelmsford City Council, being taken back for extension purposes. This site will come back to CHESS once the extended provisions are complete. The trustees continue to seek ways to increase bed capacity further to meet the increasing demand in the county.

Throughout all CHESS Homeless accommodation, support staff are assigned to each service user to help them address issues that may have seen them become homeless in the first place. These issues can range from the need for affordable accommodation to substance misuse and access to mental health services.

The biggest challenge we face in reducing our homeless population is the availability of suitable affordable accommodation for them to move in to. There remains a challenge to influence and engage landlords to offer accommodation to residents who are on the 'homeless journey'. There have been some successes but not enough to meet the need. Early intervention with enduring solutions is critical in addressing homelessness. Statistics generated in 2018 show the mean age at death of long term homeless was 47 years for males and 43 years for females; compared to the general population of England and Wales, where the mean age at death was 76 years for men and 81 years for women. This provides the challenge of being able to successfully provide specialist 'wrap-around' support to enable a successful move away from the streets and into accommodation.

Complex drug and alcohol services in Essex can be difficult to access with availability inconsistent across the county especially at short notice. Services that are in place are often many miles away from the user, which builds additional reluctance to engage with services. Interventions can often be short, and clients are often discharged too quickly. For our clients to make the large step back into society they need consistent localised longer-term interventions by specialist workers to successfully aid recovery.

# CHESS Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2023

---

##### Objectives and activities *(continued)*

\*National data from Homeless link reports the following:

- People experiencing homelessness suffer from worse physical and mental health than the general population.
- Between 2018 - 2021 63% of respondents reported they had a long-term illness, disability, or infirmity.
- The number of people with a mental health diagnosis has increased substantially from 45% in 2014 to 82% in the 2018 - 2021 cohort.
- 45% of respondents reported they are self-medicating with drugs or alcohol to help them cope with their mental health.
- Barriers in accessing needed support for physical and mental health means people experiencing homelessness are over reliant on emergency health care services, with 48% of respondents having used A&E services in the last year, three times more than the general population.
- Between 2018 - 2021 a total of 38% of respondents had been admitted to hospital in the 12 months before participating in a Homeless Health Needs Audit. The most common reason for hospital admission related to a physical health condition (37%), and 28% related to a mental health condition. or self-harm or attempted suicide.
- For those who had been admitted to hospital nearly a quarter (24%) had been discharged to the streets.
- Nutrition presents as a big challenge with a third of respondents reporting that on average, they eat only one more meal a day.
- Homelessness has a devastating impact on people's health and wellbeing. Across all forms of health care needs, both physical and mental, as well as access to necessary support, people experiencing homelessness report poorer diagnoses and greater barriers to the healthcare needed than the general population. We must understand why this is and address the systemic change needed. Experiencing homelessness should not mean that someone is unable to access the healthcare they need. Nor should it mean we accept poorer health outcomes and growing health inequalities. Homelessness is a health issue, and we must respond accordingly. In 2021 1,286 died whilst being homeless - this is an increase of 32% from 2020 to 2021. With a death now occurring on average every 7 hours.

\*[www.homeless.org.uk/knowledge-hub/unhealthy-state-of-homelessness-2022-findings-from-the-homeless-health-needs-audit/](http://www.homeless.org.uk/knowledge-hub/unhealthy-state-of-homelessness-2022-findings-from-the-homeless-health-needs-audit/).

# CHESS Homeless

## Company Limited by Guarantee

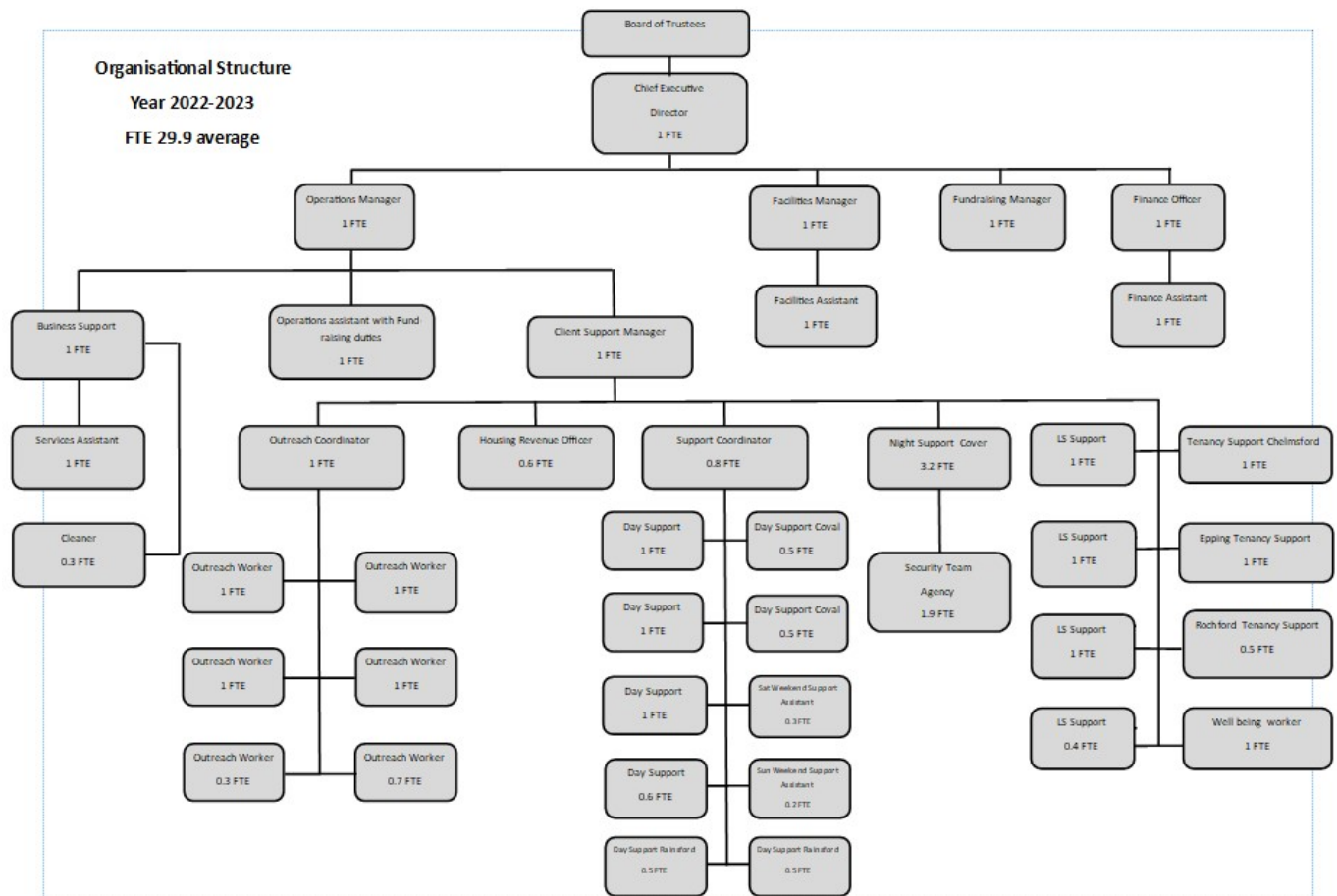
### Trustees' annual report (incorporating the directors' report) (continued)

Year ended 31 March 2023

#### Objectives and activities (continued)

#### CHESS Homeless Organisation Hierarchy

The FTE total for the reporting year was 29.9.



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

---

##### **Objectives and activities *(continued)***

##### **Social Audit**

Since 2011 CHESS Homeless has routinely conducted a Social Audit using the guidance issued by the Social Audit Network (SAN). This Social Audit has been an embedded process in our operating routine, but due to the impact of the pandemic over the last 3 reporting years we have not had the opportunity to deliver on this. This has been due to the senior team needing to have all staff available to respond to the issues and challenges of the pandemic and the increase in our provisions for those that are homeless. The homeless operating environment is still rapidly changing due to emerging local and central government initiatives and therefore the Trustees have placed the Social Audit on hold for a 3rd year.

As an indicator of Social Impact, the trustees did input the outcomes for FY22/23 into the scoring matrix used in the 2019 Social Audit. The score values were uplifted to 2023 Economic Conditions, the outcome was an estimated Social Value of £5,649,644. The trustees are considering an alternative streamlined method of reporting outcomes and impact that will utilise the Essex County Council (ECC) Social Value scoring matrix. This format would allow CHESS Homeless to use the Rough Sleeper Initiative (RSI) contract reporting format to capture all operational activity. The logic being that the ECC scoring matrix has been shaped to reflect the prioritised objectives of our major stakeholder and offers synergy in reporting RSI performance and overall, CHESS Homeless performance.

##### **Achievements and performance**

CHESS Homeless has been funded by Department of Levelling Up Housing and Communities (DLUHC) to provide the Rough Sleeper Initiative (RSI) outreach service in Chelmsford, Epping, Braintree, Maldon, Brentwood, Castlepoint, Uttlesford and Rochford. The RSI project provides funding for 5 FTE outreach staff and an Outreach Team Coordinator. The team pick up referrals from members of the public who can report Rough Sleepers via the Street-link app. The team can also be tasked direct from the Council.

The team visits the area where the rough sleeper has been reported within 24 hours and seeks to engage with them. If CHESS Homeless has capacity within the RSI rooms, we will offer a bed space to the person and provide help and support to address the issues that saw the individual become homeless in the first instance. Then the former rough sleeper will be assigned a support worker to help them on their journey into independent living and develop a tailored support programme. This may include signposting them to other agencies for bespoke services.

During this reporting year CHESS Homeless managed to offer 153 individuals a bedspace and access to our integrated support services. This was an increase of 98.8% on the prior year. 64% of these individuals moved on positively, which is a 23.1% from the previous year.

Our RSI staff placed 42 individuals into dedicated RSI beds at Woodstock Motel and 19 in other CHESS accommodation. We secured alternative accommodation for an additional 85 individuals. In total 149 individuals were either prevented from rough sleeping or removed from the immediate risk of rough sleeping in this period. CHESS were delighted to be awarded the follow-on RSI contract which will run from September 2022 to March 2025. This contract renewal will allow CHESS to further enhance our focus on early intervention and triage.

During this reporting year CHESS along with its partners in the RSI group were awarded the 'Working in Partnership award for 2022' from the Essex Housing awards. A troubling legacy of the pandemic is the increase in victims of domestic abuse, much of which is worryingly under-reported. CHESS Homeless have continued their work with Safer Places Essex and have set aside a 4-bed property to help with the chronic shortage of appropriate space for victims. The trustees will continue to explore ways we can continue to support this extremely vulnerable group as we seek to partner with more socially aware landlords in our operating area working towards specific accommodation for such clients.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

---

##### **Achievements and performance *(continued)***

CHESS Homeless has benefited from a tremendous level of support from our dedicated group of volunteers who support salaried staff in various roles across our operations. Pre pandemic our volunteers donated around 7,000 hours, typically averaging just over 100 hours per person per year. During the pandemic we were unable to utilise this fantastic local support. As we gradually opened up our services this reporting year, we are drawing in more volunteer support. During the year volunteers logged 1,211 hours of our normal volunteer support and we plan to grow this further as we open up more of our services in the coming years. During the reporting period we have managed to keep our volunteers updated on our emerging plans for increased services via leaflets and face-to-face briefings.

##### **Headline achievements**

Our service is naturally people focused and relies heavily on face-to-face support meetings. Since the aftermath of the pandemic, we have been cautiously increasing face-to-face work and seeing the positive outcomes from this. Our shelter (Hodgkinson House) continues 24 hours a day and 7 days a week with an increase from 6 to 7 beds.

- Total Bed Space Nights Generated throughout the Operations of CHESS - 21,447 (this is a significant increase from the previous year of 17,350 due to isolating issues and a property / bedspace increasing).
- Achieved 90% Utilisation of Core Bed Spaces (this was down by 3% from the previous year due to external services with allocated bed rights not referring in a timely fashion).
- 153 people were offered a bed and bespoke support within CHESS Homeless.
- 149 people were relieved or prevented from becoming homeless.
- 12 people gained employment whilst in CHESS.
- 261 individuals in contact with the Outreach Team.
- RSI Contacts attempted - 1,746.
- Street Casework visits/logs - 3,155.
- RSI in-house support consultations - 2,266.
- CHESS client support casework actions - 2,639.
- CHESS training/wellbeing meetings 116 (this began in August and is face to face group meetings).
- Training support meetings - 215.
- Employment support meetings - 281.
- The Trustees saw one new member join the board and one resign retaining the board numbers.
- CHESS gained funding to reduce energy costs at one of our sites by adding the provision of bifold doors and more energy efficient heating to the clients' rooms.
- Total Social Value of all CHESS Homeless Activities was £5,649m this is 403% based on the operating costs of £1.49m.
- CHESS reduced its total bedspaces from 66 to 60 due to handing back a property for redevelopment by the landlord. This property will come back to CHESS with additional bedspaces once developed.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

---

##### **Achievements and performance *(continued)***

- The Outreach Team helped facilitate 143 moves of clients directly from the streets into non-RSI accommodation.
- CHESS Homeless is sad to report that we had one of our clients take their own life during this accounting period.
- CHESS along with the County Council and 8 local authorities won the Essex Housing 'Working in Partnership' award for 2022.

# CHESS Homeless

Company Limited by Guarantee

Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2023

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Achievements and performance *(continued)*

## CHESS HOMELESS OUTCOMES 2022/23



149 people were prevented from becoming street homeless through our partnership with other external agencies



153 people offered a bed and bespoke support within CHESS core facilities

### SOCIAL & ECONOMIC IMPACT £5.649M



TOTAL SOCIAL VALUE of ALL CHESS activities based on operating costs of £1.49m.

### ADDITIONAL OUTCOMES



- 12 service users gained employment whilst at CHESS
- 3,155 Street Casework visits through Outreach Team
- 2,639 client support actions were carried out
- 21,447 bedspace nights generated across CHESS operations
- 1,746 rough sleeper contacts were attempted
- 261 individuals were in contact with CHESS Outreach Team
- 116 CHESS Wellbeing Meetings (started Aug 2022)

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

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##### **Achievements and performance *(continued)***

###### **Case study**

Client A initially engaged with Outreach and was then brought into Woodstock Motel on 27 June 2022.

Two team members both worked closely with Client A.

Client A let us know that he couldn't read or write so as support workers the team had to talk Client A through everything and help them at every stage of his housing application to Brentwood Borough Council. This needed a higher than usual level of support to ensure that nothing was missed or reported incorrectly.

Because of Client A's lack of literacy, they didn't have any identification or proof of being a resident in Brentwood, even though they were a well-known face as he had been a market trader at the fruit and veg stall for 40 years. This meant that the application process wasn't smooth, but eventually, through tireless work from the team, Client A was placed on the house register and able to bid.

Things progressed quickly from there and Client A was nominated for a property in Hutton, which he gladly accepted. Client A was taken to his new home on 7 November 2022 and with the help of the facilities team, CHESS were able to provide him with a bed, sofa and several other things to begin life in his new home.

We heard from Client A a few days after he had moved and he wanted to thank us for all the help and support he received.

###### **Financial review**

###### **Financial review and principal sources of funding**

During the course of 2022/23 CHESS Homeless engaged Six-Key Policy Advisors to undertake a review of existing Housing Benefit rates received from Chelmsford City Council resulting in a substantial uplift in the rates which came into effect on 1 January 2023. Consequently, income from Housing Benefit and rents increased by 32% to £532k (2022: £403k).

The uplift in Housing Benefit is also expected to further increase 2023-2024 income. Six-Key will conduct an annual review in the early part of 2024 and will include the property in Epping District Council which was previously excluded.

During the year Felton Fundraising were responsible for securing £150k of grants and donations at a cost of £12k pa. The amount is slightly down on the previous year's amount of £190k.

The main grants and donations received during the course of the year included:

- Rough Sleeper Initiative, Ministry of Housing, Communities and Local Government (MHCLG), £253k
- NSAP (Next Step Accommodation Programme), £104k
- Essex Community Fund, £45k
- Garfield Weston, £30k
- Mulberry Trust, £15k
- Charis Trust, £10k

Overall expenditure was up by 2.5% to £1,449k (2022: £1,411k). Staffing costs rose by 6% to £896k (£845k: 2022). Unrestricted operating costs increased by 21% to £1,133k (2022: £938k) this was due largely by the substantial increase in energy costs.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

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##### **Financial review *(continued)***

##### **Reserves Policy**

The current policy is to have reserves equalling six months operating costs which for the year 2022/2023 would amount to £567k. However, current free reserves stand at £87k (2022: £103k) leaving a deficit of £480k. We are investigating the benefits of recalculating reserve requirements using actual amounts on a declining basis over a six month period which would give a much more realistic figure currently in the region of £250k. Whilst the charity is still below the target level we would expect the uplift in Housing Benefit to significantly improve the reserves. The proposal will be discussed further at Management and Trustee level in the early part of 2024 where the contingency plan of using liquid fixed assets will also be considered.

##### **Plans for future periods**

We are working with Chelmsford City Council to increase the current level of accommodation to meet their anticipated demand for temporary accommodation. The aim is to have enough accommodation so that people do not have to sleep rough prior to having their housing situation addressed. Within Chelmsford, CHESS is looking at developing specialist accommodation for one or all of the following specific needs: Substance misuse, Women and children fleeing domestic abuse and Mental health.

We are developing plans to increase the provision of accommodation that is currently serving our Rough Sleeper facility. The site is part of our wider partnership that Essex County Council lead on, but includes Chelmsford, Epping, Maldon, Braintree, Rochford, Uttlesford, Castlepoint and Brentwood. The outline proposal will be to replace the current 9 bedsits with 24 self-contained single bedroomed modular housing units within the site boundary. We have developed early plans and we are currently investigating the use of renewable energy sources in the final design requirement. We are also exploring capital funding options through the SHAP (Single Homeless Accommodation Project) grant made available through DLUHC (Department of Levelling Up Housing and Communities) and Homes England. If successful, these modular housing units will provide additional move on housing and help maintain the natural flow of people through the CHESS/RSI pathways. The significant value to this provision of housing is that clients will be able to address their issues that saw them become homeless in the first instance without having to share facilities with any other person (currently all of CHESS Housing stock consists of HMO's - Houses of Multiple Occupancy). Research shows that the increase expected outcomes from delivering a project like this is successful.

To secure CHESS' further future, we are also taking a view on if CHESS should become a Registered Social Landlord (RSL).

CHESS is delivering a programme with Safer Places (a charity that works with women fleeing domestic abuse) with CHESS Homeless providing the housing and support to keep the individuals housed and accommodated. Then Safer Places delivering the trauma informed support for those vulnerable women fleeing the domestic abuse. We are also seeking to partner with 'Advance Charity' another charity working with women to gain support to better their current situation - this can include domestic abuse, probation service, and severe vulnerability.

We are keen to ensure that we continue to deliver a 24/7 service in going forward so that our clients do not need to walk the streets.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

---

##### **Structure, governance and management**

CHESS Homeless is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. CHESS Homeless is governed by its Memorandum and Articles of Association dated 2nd April 2002 and revised on 6th February 2006, 3rd November 2015 and 16 July 2021.

##### **Recruitment, Appointment and Training of Trustees**

The recruitment and appointment of new trustees follows this process:

CHESS Homeless will advertise for a trustee appointment and request that a trustee application form is completed by those interested individuals. Once the deadline has passed the applicants are shortlisted and invited to attend an interview. Upon a successful interview the candidate / candidates will be invited to sit in and contribute at a minimum of two trustee meetings - the candidate will then be discussed by the current board of Trustees and feedback will be given to the candidate / candidates as to whether they have been successful or not.

Trustees are given an induction pack that explains the role and responsibilities of the trustee. Training for Trustees will be given on an annual basis in the form of away days - these may be virtual depending on the pandemic and restrictions.

The board of Trustees are as detailed on page 1.

##### **Organisational structure**

The board of Trustees delegate the day to day running of the Charity to the CEO. The CEO and Operations Manager routinely report to the board during monthly board meetings.

##### **Setting of remuneration for key management personnel**

Remuneration for members of the Senior Management Team is set and agreed by the Chief Executive Officer and Chair of the Trust in consultation with the Trustees with responsibility for HR or Finance.

Remuneration for the Chief Executive Officer is set by the Chairman of the Trust in consultation with the Trustees with responsibility for HR and Finance.

All posts are determined by comparisons within the industry and local market demands.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

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#### **Structure, governance and management *(continued)***

##### **Risk Assessment**

CHESS Trustees have produced a risk register that captures the top 10 risks relevant to our operating environment. The risk register has been reviewed by the board of trustees and has become a stand-alone agenda item on all future board meetings.

##### **Fundraising standards information**

The board of trustees supports raising funds from the public in relation to our core activities. The Charity is registered with the Fundraising Regulator. There have been no complaints about fundraising activity this year.

The fundraising department has signed up to the Fundraising Regulator's Code of Fundraising Practice. All fundraising guidance and working practices have been or are being updated so that they are compliant. Fundraisers are also given a briefing before they raise funds for the Charity and will also be given annual updates/reminders via communication from the fundraising department.

All marketing material or information sent from the Charity contains clear instructions on how a person can be removed from the mailing lists and is GDPR compliant.

##### **Trustees' responsibilities statement**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the Trustees' annual 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 year. 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 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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the 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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2023**

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##### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditors, Lovewell Blake LLP, were appointed following the year end and have indicated their willingness to accept re-appointment.

##### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 15 December 2023 and signed on behalf of the board of trustees by:

Joy Michelle Brown (Chair)  
Trustee

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless**

**Year ended 31 March 2023**

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#### **Opinion**

We have audited the financial statements of CHESS Homeless (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2023 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;
- 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 auditor responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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**

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 charity'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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2023**

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#### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report which includes the director' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2023**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor 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 an auditor's 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:

- Enquiry of management and those charged with governance to confirm there are no instances of fraud or non-compliance with laws and regulations.
- Review of key accounting estimates, to ensure reasonable and no signs of management bias.
- Review of disclosures within the financial statements and vouching these to supporting documentation to ensure compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the rationale of significant transactions outside the normal course of activities and reviewing accounts estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless** *(continued)*

#### **Year ended 31 March 2023**

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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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Proctor FCA DChA (Senior Statutory Auditor)

For and on behalf of  
Lovewell Blake LLP  
Chartered accountants & statutory auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

19 December 2023

# CHESS Homeless

## Company Limited by Guarantee

### Statement of financial activities (including income and expenditure account)

Year ended 31 March 2023

|                                            |      | Unrestricted<br>funds<br>£ | 2023<br>Restricted<br>funds<br>£ | Total funds<br>£ | 2022<br>Total funds<br>£ |
|--------------------------------------------|------|----------------------------|----------------------------------|------------------|--------------------------|
|                                            | Note |                            |                                  |                  |                          |
| <b>Income and endowments</b>               |      |                            |                                  |                  |                          |
| Donations and legacies                     | 5    | 503,335                    | 102,062                          | 605,397          | 1,219,785                |
| Charitable activities                      | 6    | 649,574                    | 253,345                          | 902,919          | 770,925                  |
| Investment income                          | 7    | 294                        | —                                | 294              | 97                       |
| <b>Total income</b>                        |      | <u>1,153,203</u>           | <u>355,407</u>                   | <u>1,508,610</u> | <u>1,990,807</u>         |
| <b>Expenditure</b>                         |      |                            |                                  |                  |                          |
| Raising funds                              |      |                            |                                  |                  |                          |
| Costs of raising funds                     | 8    | 50,401                     | —                                | 50,401           | 48,600                   |
| Charitable activities                      | 9    | 1,083,352                  | 366,024                          | 1,449,376        | 1,410,811                |
| <b>Total expenditure</b>                   |      | <u>1,133,753</u>           | <u>366,024</u>                   | <u>1,499,777</u> | <u>1,459,411</u>         |
| <b>Net income before transfer of funds</b> |      | 19,450                     | (10,617)                         | 8,833            | 531,396                  |
| Transfers between funds                    |      | 36,212                     | (36,212)                         | —                | —                        |
| <b>Net movement in funds</b>               |      | <u>55,662</u>              | <u>(46,829)</u>                  | <u>8,833</u>     | <u>531,396</u>           |
| <b>Reconciliation of funds</b>             |      |                            |                                  |                  |                          |
| Total funds brought forward                |      | 956,705                    | 771,423                          | 1,728,128        | 1,196,732                |
| <b>Total funds carried forward</b>         |      | <u>1,012,367</u>           | <u>724,594</u>                   | <u>1,736,961</u> | <u>1,728,128</u>         |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 24 to 36 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Balance sheet

31 March 2023

|                                                                |      | 2023            |                  | 2022            |                  |
|----------------------------------------------------------------|------|-----------------|------------------|-----------------|------------------|
|                                                                | Note | £               | £                | £               | £                |
| <b>Fixed assets</b>                                            |      |                 |                  |                 |                  |
| Tangible fixed assets                                          | 15   |                 | 1,892,442        |                 | 1,839,918        |
| <b>Current assets</b>                                          |      |                 |                  |                 |                  |
| Debtors                                                        | 16   | 172,951         |                  | 64,748          |                  |
| Investments                                                    | 17   | 91,421          |                  | 91,421          |                  |
| Cash at bank and in hand                                       |      | 34,866          |                  | 209,420         |                  |
|                                                                |      | <u>299,238</u>  |                  | <u>365,589</u>  |                  |
| <b>Creditors: Amounts falling due within one year</b>          | 18   | <u>(87,516)</u> |                  | <u>(91,637)</u> |                  |
| <b>Net current assets</b>                                      |      |                 | 211,722          |                 | 273,952          |
| <b>Total assets less current liabilities</b>                   |      |                 | 2,104,164        |                 | 2,113,870        |
| <b>Creditors: Amounts falling due after more than one year</b> | 19   |                 | <u>(367,203)</u> |                 | <u>(385,742)</u> |
| <b>Net assets</b>                                              |      |                 | <u>1,736,961</u> |                 | <u>1,728,128</u> |
| <b>Funds of the charity</b>                                    |      |                 |                  |                 |                  |
| Restricted funds                                               |      |                 | 724,594          |                 | 771,423          |
| Unrestricted funds                                             |      |                 | 1,012,367        |                 | 956,705          |
| <b>Total charity funds</b>                                     | 20   |                 | <u>1,736,961</u> |                 | <u>1,728,128</u> |

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

These financial statements were approved by the board of trustees and authorised for issue on 15 December 2023, and are signed on behalf of the board by:

Joy Michelle Brown (Chair)  
Trustee

Company registration number: 04407742

The notes on pages 24 to 36 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Statement of cash flows

Year ended 31 March 2023

|                                                       | 2023<br>£ | 2022<br>£ |
|-------------------------------------------------------|-----------|-----------|
| <b>Cash flows from operating activities</b>           |           |           |
| Net income                                            | 8,833     | 531,396   |
| <i>Adjustments for:</i>                               |           |           |
| Depreciation of tangible fixed assets                 | 23,944    | 16,028    |
| Other interest receivable and similar income          | (294)     | (97)      |
| Interest payable and similar charges                  | 20,570    | 21,029    |
| <i>Changes in:</i>                                    |           |           |
| Trade and other debtors                               | (108,203) | (16,190)  |
| Trade and other creditors                             | (4,260)   | (17,880)  |
| Cash generated from operations                        | (59,410)  | 534,286   |
| Interest paid                                         | (20,570)  | (21,029)  |
| Interest received                                     | 294       | 97        |
| Net cash (used in)/from operating activities          | (79,686)  | 513,354   |
| <b>Cash flows from investing activities</b>           |           |           |
| Purchase of tangible assets                           | (76,468)  | (648,624) |
| Net cash used in investing activities                 | (76,468)  | (648,624) |
| <b>Cash flows from financing activities</b>           |           |           |
| Repayment of borrowing                                | (18,400)  | (37,300)  |
| Net cash used in financing activities                 | (18,400)  | (37,300)  |
| <b>Net decrease in cash and cash equivalents</b>      | (174,554) | (172,570) |
| <b>Cash and cash equivalents at beginning of year</b> | 209,420   | 381,990   |
| <b>Cash and cash equivalents at end of year</b>       | 34,866    | 209,420   |

The notes on pages 24 to 36 form part of these financial statements.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 March 2023**

---

#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 200 New London Road, Chelmsford, Essex, CM2 9AB.

#### **2. Statement of compliance**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain assets measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

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

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2023**

---

#### **3. Accounting policies** *(continued)*

##### **Income**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Income from housing benefit is recognised when the charity becomes entitled to the resource.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                       |   |                       |
|-----------------------|---|-----------------------|
| Fixtures and fittings | - | 20% straight line     |
| Motor vehicles        | - | 25% straight line     |
| Equipment             | - | 20%/50% straight line |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

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#### 3. Accounting policies *(continued)*

##### Depreciation *(continued)*

Due to the nature of the charity depreciation of the property held is recognised by way of maintenance costs instead of a depreciation charge. Property is also held at cost and the trustees consider that the market value of the property is greater than the cost recognised within the financial statements.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### 4. Limited by guarantee

The Company is limited by guarantee. In the event of winding up, each member is liable to contribute a sum not exceeding £10.

#### 5. Donations and legacies

|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
|------------------|----------------------------|--------------------------|--------------------------|
| <b>Donations</b> |                            |                          |                          |
| Donations        | 285,348                    | 11,800                   | 297,148                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 217,987                    | 90,262                   | 308,249                  |
|                  | <u>503,335</u>             | <u>102,062</u>           | <u>605,397</u>           |
|                  |                            |                          |                          |
|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
| <b>Donations</b> |                            |                          |                          |
| Donations        | 267,108                    | 600,000                  | 867,108                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 168,876                    | 183,801                  | 352,677                  |
|                  | <u>435,984</u>             | <u>783,801</u>           | <u>1,219,785</u>         |

During the year ended 31 March 2023 £103,890 (2022: £484,100) of government funding was received.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

#### 6. Charitable activities

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 532,323                    | –                        | 532,323                  |
| Housing Related Support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 253,345                  | 253,345                  |
|                          | <u>649,574</u>             | <u>253,345</u>           | <u>902,919</u>           |

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 403,425                    | –                        | 403,425                  |
| Housing Related Support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 250,249                  | 250,249                  |
|                          | <u>520,676</u>             | <u>250,249</u>           | <u>770,925</u>           |

During the year ended 31 March 2023 £370,596 (2022: £367,500) of government funding was received.

#### 7. Investment income

|                          | Unrestricted<br>Funds<br>£ | Total Funds<br>2023<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Bank interest receivable | <u>294</u>                 | <u>294</u>               | <u>97</u>                  | <u>97</u>                |

#### 8. Costs of raising funds

|                         | Unrestricted<br>Funds<br>£ | Total Funds<br>2023<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
|-------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Wages and salaries      | 35,660                     | 35,660                   | 34,571                     | 34,571                   |
| Other fundraising costs | 14,741                     | 14,741                   | 14,029                     | 14,029                   |
|                         | <u>50,401</u>              | <u>50,401</u>            | <u>48,600</u>              | <u>48,600</u>            |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

#### 9. Expenditure on charitable activities

|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2023<br>£ |
|---------------|----------------------------|--------------------------|--------------------------|
| Housing costs | 313,167                    | 102,057                  | 415,224                  |
| Support costs | 770,185                    | 263,967                  | 1,034,152                |
|               | <u>1,083,352</u>           | <u>366,024</u>           | <u>1,449,376</u>         |
|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
| Housing costs | 287,353                    | 125,524                  | 412,877                  |
| Support costs | 601,712                    | 396,222                  | 997,934                  |
|               | <u>889,065</u>             | <u>521,746</u>           | <u>1,410,811</u>         |

#### 10. Analysis of support costs

|                           | 2023<br>£        | 2022<br>£      |
|---------------------------|------------------|----------------|
| Staff costs               | 860,027          | 810,370        |
| Outsourced staff costs    | 3,035            | 18,934         |
| Communications and IT     | 64,250           | 52,502         |
| General office            | 52,231           | 65,785         |
| Finance costs             | 20,570           | 21,029         |
| Motor and travel expenses | 20,238           | 10,318         |
| Audit fees                | 12,300           | 6,000          |
| Legal & professional      | 1,501            | 12,996         |
|                           | <u>1,034,152</u> | <u>997,934</u> |

#### 11. Net income

|                                 | 2023<br>£     | 2022<br>£     |
|---------------------------------|---------------|---------------|
| Depreciation of tangible assets | 21,936        | 16,028        |
| Lease payments                  | <u>86,759</u> | <u>86,159</u> |

#### 12. Auditors remuneration

|                                                        | 2023<br>£     | 2022<br>£    |
|--------------------------------------------------------|---------------|--------------|
| Fees payable for the audit of the financial statements | 10,338        | 7,764        |
| Prior year over accrual                                | –             | (1,764)      |
| Prior year under accrual                               | 1,962         | –            |
|                                                        | <u>12,300</u> | <u>6,000</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

#### 13. Staff costs

|                        | 2023<br>£      | 2022<br>£      |
|------------------------|----------------|----------------|
| Wages and salaries     | 814,505        | 767,831        |
| Social security costs  | 66,091         | 61,459         |
| Employer pension costs | 15,091         | 15,651         |
|                        | <u>895,687</u> | <u>844,941</u> |

The average number of persons employed by the charity during the year amounted to 42 (2022: 35)

The number of employees that received emoluments in the following bands:

|                   | 2023 | 2022 |
|-------------------|------|------|
| £60,000 - £69,999 | 1    | –    |

#### Key Management Personnel

The Key Management Personnel include the Chief Executive Officer together with the Finance Officer and Operations Manager.

The total value of remuneration and benefits received by Key Management Personnel was £158,257 (2022: £143,567).

#### 14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 15. Tangible fixed assets

|                         | Freehold<br>property<br>£ | Fixtures<br>and fittings<br>£ | Motor<br>vehicles<br>£ | Equipment<br>£ | Total<br>£       |
|-------------------------|---------------------------|-------------------------------|------------------------|----------------|------------------|
| <b>Cost</b>             |                           |                               |                        |                |                  |
| At 1 April 2022         | 1,785,400                 | 10,564                        | 56,871                 | 70,164         | 1,922,999        |
| Additions               | –                         | 48,275                        | –                      | 28,193         | 76,468           |
| <b>At 31 March 2023</b> | <u>1,785,400</u>          | <u>58,839</u>                 | <u>56,871</u>          | <u>98,357</u>  | <u>1,999,467</u> |
| <b>Depreciation</b>     |                           |                               |                        |                |                  |
| At 1 April 2022         | –                         | 1,317                         | 39,160                 | 42,604         | 83,081           |
| Charge for the year     | –                         | 5,125                         | 5,457                  | 13,362         | 23,944           |
| <b>At 31 March 2023</b> | <u>–</u>                  | <u>6,442</u>                  | <u>44,617</u>          | <u>55,966</u>  | <u>107,025</u>   |
| <b>Carrying amount</b>  |                           |                               |                        |                |                  |
| <b>At 31 March 2023</b> | <u>1,785,400</u>          | <u>52,397</u>                 | <u>12,254</u>          | <u>42,391</u>  | <u>1,892,442</u> |
| At 31 March 2022        | <u>1,785,400</u>          | <u>9,247</u>                  | <u>17,711</u>          | <u>27,560</u>  | <u>1,839,918</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

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#### 15. Tangible fixed assets *(continued)*

A 10 year restriction on the sale of Woodstock Motel, Chelmsford was in place at the year end, which requires the charity to return a proportion of any gain on disposal to the previous owner. No amount for this was recognised within the financial statements at the year end as the trustees do not wish to dispose of this property and also due to the immeasurable value.

#### 16. Debtors

|                                | 2023<br>£      | 2022<br>£     |
|--------------------------------|----------------|---------------|
| Trade debtors                  | 83,134         | 27,487        |
| Prepayments and accrued income | 78,923         | 26,224        |
| Other debtors                  | 10,894         | 11,037        |
|                                | <u>172,951</u> | <u>64,748</u> |

#### 17. Investments

|                             | 2023<br>£     | 2022<br>£     |
|-----------------------------|---------------|---------------|
| COIF Charities Deposit Fund | <u>91,421</u> | <u>91,421</u> |

#### 18. Creditors: Amounts falling due within one year

|                                 | 2023<br>£     | 2022<br>£     |
|---------------------------------|---------------|---------------|
| Bank loans and overdrafts       | 17,217        | 17,078        |
| Trade creditors                 | 25,932        | 10,758        |
| Accruals and deferred income    | 16,971        | 40,206        |
| Social security and other taxes | 21,176        | 20,655        |
| Other creditors                 | 6,220         | 2,940         |
|                                 | <u>87,516</u> | <u>91,637</u> |

|                                 | 2023<br>£ | 2022<br>£     |
|---------------------------------|-----------|---------------|
| Deferred income brought forward | 19,925    | –             |
| Released during the year        | (19,925)  | –             |
| Deferred during the year        | –         | 19,925        |
| Deferred income carried forward | <u>–</u>  | <u>19,925</u> |

Deferred income relates to grants received for future periods.

#### 19. Creditors: Amounts falling due after more than one year

|                           | 2023<br>£      | 2022<br>£      |
|---------------------------|----------------|----------------|
| Bank loans and overdrafts | <u>367,203</u> | <u>385,742</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

#### 19. Creditors: Amounts falling due after more than one year *(continued)*

##### Analysis of loans payable by instalments

|                                                     | 2023<br>£      | 2022<br>£      |
|-----------------------------------------------------|----------------|----------------|
| In more than one year but not more than two years   | 17,217         | 17,078         |
| In more than two years but not more than five years | 81,355         | 83,028         |
| Greater than five years                             | 285,848        | 302,714        |
|                                                     | <u>384,420</u> | <u>402,820</u> |

The bank loans are on a repayment basis repayable over 60 months from the date the loan was drawn and is secured on property owned by the charity. Interest is calculated at a fixed rate of 5.65% to March 2024 and 5.90% from April 2024.

#### 20. Analysis of charitable funds

##### *Unrestricted funds*

Year ended 31 March 2023

|               | At 1 April<br>2022<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2023<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 956,705                 | 1,153,203   | (1,133,753)      | 36,212         | 1,012,367                |

Year ended 31 March 2022

|               | At 1 April<br>2021<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2022<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 927,613                 | 956,757     | (937,665)        | 10,000         | 956,705                  |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

##### **Restricted funds**

Year ended 31 March 2023

|                                    | At 1 April<br>2022 | Income         | Expenditure      | Transfers | At 31 March<br>2023 |
|------------------------------------|--------------------|----------------|------------------|-----------|---------------------|
|                                    | £                  | £              | £                | £         | £                   |
| CRM & Accounting Software          | 336                | –              | –                | –         | 336                 |
| Bedrooms                           | 2,000              | –              | (2,000)          | –         | –                   |
| General Christian Act              | 20                 | –              | –                | –         | 20                  |
| Client Incentives                  | 2,327              | –              | –                | –         | 2,327               |
| Refurbishment 7-8 George<br>Street | 5,079              | –              | (1,500)          | –         | 3,579               |
| Maintenance Support                | 450                | –              | –                | –         | 450                 |
| Essex Community                    | 800                | –              | –                | –         | 800                 |
| ASDA quiz night                    | 322                | –              | –                | –         | 322                 |
| Residents Training                 | 1,395              | –              | –                | –         | 1,395               |
| Property Revaluation               | 24,900             | –              | –                | –         | 24,900              |
| Hub Appeal                         | 1,200              | –              | –                | –         | 1,200               |
| Kitchen Refurbishment              | 7,200              | –              | (7,200)          | –         | –                   |
| House Furnishings                  | 300                | –              | (59)             | –         | 241                 |
| Rough Sleeper Initiative           | 31,252             | 253,345        | (272,491)        | –         | 12,106              |
| CCG NHS Thurrock                   | 48,750             | –              | (23,750)         | –         | 25,000              |
| Rock Choir Tickets                 | 464                | –              | –                | –         | 464                 |
| Active Essex Bikes                 | 514                | 40             | –                | –         | 554                 |
| HSBC                               | 4,696              | –              | (3,521)          | –         | 1,175               |
| Net Covid Fund (ECF)               | 25,265             | 20,000         | (45,265)         | –         | –                   |
| Community Partnership (ECF)        | –                  | 25,770         | (4,334)          | –         | 21,436              |
| British Science                    | 90                 | –              | –                | –         | 90                  |
| Greater Change                     | 13,068             | –              | (2,869)          | –         | 10,199              |
| Winter Project                     | 995                | 2,040          | (3,035)          | –         | –                   |
| Changing Futures                   | –                  | 5,000          | –                | –         | 5,000               |
| Sports Active                      | –                  | 3,000          | –                | –         | 3,000               |
| Helping Hands                      | –                  | 9,500          | –                | –         | 9,500               |
| Rainsford Furniture                | –                  | 500            | –                | –         | 500                 |
|                                    | <u>171,423</u>     | <u>319,195</u> | <u>(366,024)</u> | <u>–</u>  | <u>124,594</u>      |

##### **Restricted fixed assets**

|                                          | At 1 April<br>2022 | Income         | Expenditure      | Transfers       | At 31 March<br>2023 |
|------------------------------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                                          | £                  | £              | £                | £               | £                   |
| Woodstock Motel                          | 600,000            | –              | –                | –               | 600,000             |
| Woodstock Motel Fixtures and<br>Fittings | –                  | 36,212         | –                | (36,212)        | –                   |
|                                          | <u>600,000</u>     | <u>36,212</u>  | <u>–</u>         | <u>(36,212)</u> | <u>600,000</u>      |
| Restricted fund total                    | <u>771,423</u>     | <u>355,407</u> | <u>(366,024)</u> | <u>(36,212)</u> | <u>724,594</u>      |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

##### **Restricted funds**

Year ended 31 March 2022

|                                 | At 1 April<br>2021 | Income         | Expenditure      | Transfers       | At 31 March<br>2022 |
|---------------------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                                 | £                  | £              | £                | £               | £                   |
| CRM & Accounting Software       | 336                | —              | —                | —               | 336                 |
| Bedrooms                        | 2,000              | —              | —                | —               | 2,000               |
| General Christian Act           | 20                 | —              | —                | —               | 20                  |
| Client Incentives               | 2,327              | —              | —                | —               | 2,327               |
| Refurbishment 7-8 George Street | 5,079              | —              | —                | —               | 5,079               |
| Maintenance Support             | 450                | —              | —                | —               | 450                 |
| Essex Community                 | 800                | —              | —                | —               | 800                 |
| ASDA quiz night                 | 322                | —              | —                | —               | 322                 |
| Residents Training              | 1,403              | —              | (8)              | —               | 1,395               |
| Property Revaluation            | 24,900             | —              | —                | —               | 24,900              |
| Hub Appeal                      | 1,200              | —              | —                | —               | 1,200               |
| Kitchen Refurbishment           | 7,200              | —              | —                | —               | 7,200               |
| House Furnishings               | 300                | —              | —                | —               | 300                 |
| Rough Sleeper Initiative        | 100,470            | 250,249        | (319,467)        | —               | 31,252              |
| CCG NHS Thurrock                | 41,480             | 55,000         | (47,730)         | —               | 48,750              |
| Rock Choir Tickets              | 464                | —              | —                | —               | 464                 |
| Active Essex Bikes              | 354                | —              | 160              | —               | 514                 |
| HSBC                            | 25,000             | —              | (20,304)         | —               | 4,696               |
| Net Covid Fund (ECF)            | 6,846              | 25,265         | (6,846)          | —               | 25,265              |
| NSAP                            | 29,137             | 51,073         | (80,210)         | —               | —                   |
| TNL                             | 10,000             | —              | —                | (10,000)        | —                   |
| British Science                 | 106                | —              | (16)             | —               | 90                  |
| Greater Change                  | 1,425              | 18,468         | (6,825)          | —               | 13,068              |
| Safer Places                    | 7,500              | —              | (7,500)          | —               | —                   |
| Winter Project                  | —                  | 995            | —                | —               | 995                 |
| Operations Manager salary       | —                  | 33,000         | (33,000)         | —               | —                   |
|                                 | <u>269,119</u>     | <u>434,050</u> | <u>(521,746)</u> | <u>(10,000)</u> | <u>171,423</u>      |

##### **Restricted fixed assets**

|                       | At 1 April<br>2021 | Income           | Expenditure      | Transfers       | At 31 March<br>2022 |
|-----------------------|--------------------|------------------|------------------|-----------------|---------------------|
|                       | £                  | £                | £                | £               | £                   |
| Woodstock Motel       | —                  | 600,000          | —                | —               | 600,000             |
|                       | <u>—</u>           | <u>600,000</u>   | <u>—</u>         | <u>—</u>        | <u>600,000</u>      |
| Restricted fund total | <u>269,119</u>     | <u>1,034,050</u> | <u>(521,746)</u> | <u>(10,000)</u> | <u>771,423</u>      |

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2023**

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CRM & Accounting Software: represents funding received towards the integration of accounting and CRM software.

Bedrooms: represents funding received towards the purchase of bedroom furniture.

General Christian Act: represents funding received towards the support of service users.

Client incentives: represents funding received towards the support of service users.

Refurbishment 7-8 George Street: represents funding received towards the refurbishment of 7-8 George Street.

Maintenance Support: represents funding received towards the training of the maintenance staff.

Essex Community: represents funding received towards the upkeep of the charity's properties.

ASDA Quiz night: represents funding received towards quiz activities for the residents of the charity.

Residents Training: represents funding received towards the costs of training for residents.

Hub Appeal: represents funding received towards refurbishment of 200 New London Road.

Kitchen refurbishment: represents funding received towards the refurbishment project.

House Furnishings: represents funding received towards the refurbishment project.

Rough Sleeper Initiative: represents funding received towards Rough Sleeper Initiative.

Winter Project: represents funding received towards the annual Winter Project programme.

CCG NHS Thurrock: represents funding received towards a mental health worker with counselling and therapy support.

Rock Choir Tickets: represents funding received towards the Rock Choir show for the residents of the charity.

Operations Manager salary: represents funding received towards the cost of the Operations Manager's salary.

Active Essex Bikes: represents funding received towards the cost of the client bikes.

HSBC: represents funding received towards the cost of property refurbishment.

Net Covid Fund (ECF): represents funding received towards the cost of the renovation costs of move on properties during Covid-19.

NSAP: represents funding received towards the running costs of properties.

TNL: represents funding received towards the cost of a new car for support workers.

British Science Grant: represents funding received towards the costs of the Support Spring Event.

Greater Change: represents funding received towards the support worker staff costs.

Safer Places: represents funding received towards the cost of the Safe Haven pilot project.

Changing Futures: represents funding received towards move on costs.

Sports Active: represents funding received towards move on costs.

Helping Hands: represents funding received towards move on costs.

Rainsford Furniture: represents funding received towards the cost of furniture.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

#### 21. Analysis of net assets between funds

##### Year ended 31 March 2023

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2023<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,292,442                  | 600,000                  | 1,892,442                |
| Current assets                | 174,644                    | 124,594                  | 299,238                  |
| Creditors less than 1 year    | (87,516)                   | —                        | (87,516)                 |
| Creditors greater than 1 year | (367,203)                  | —                        | (367,203)                |
|                               | <u>1,012,367</u>           | <u>724,594</u>           | <u>1,736,961</u>         |

##### Year ended 31 March 2022

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2022<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,239,918                  | 600,000                  | 1,839,918                |
| Current assets                | 194,166                    | 171,423                  | 365,589                  |
| Creditors less than 1 year    | (91,637)                   | —                        | (91,637)                 |
| Creditors greater than 1 year | (385,742)                  | —                        | (385,742)                |
|                               | <u>956,705</u>             | <u>771,423</u>           | <u>1,728,128</u>         |

#### 22. Analysis of changes in net debt

|                           | At<br>1 April 2022<br>£ | Cash flows<br>£  | At<br>31 March 2023<br>£ |
|---------------------------|-------------------------|------------------|--------------------------|
| Cash at bank and in hand  | 209,420                 | (174,554)        | 34,866                   |
| Debt due within one year  | (17,078)                | (139)            | (17,217)                 |
| Debt due after one year   | (385,742)               | 18,539           | (367,203)                |
| Current asset investments | 91,421                  | —                | 91,421                   |
|                           | <u>(101,979)</u>        | <u>(156,154)</u> | <u>(258,133)</u>         |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2023

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#### 23. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

|                                              | <b>2023</b>   | 2022          |
|----------------------------------------------|---------------|---------------|
|                                              | <b>£</b>      | <b>£</b>      |
| Not later than 1 year                        | 37,040        | 39,971        |
| Later than 1 year and not later than 5 years | —             | 32,943        |
|                                              | <u>37,040</u> | <u>72,914</u> |

#### 24. Related parties

During the year £180 (2022: £180) of unrestricted donations income was received from two Trustees, and £1,080 (2022: £11,516) of expenditure was made to Birketts of which Hannah Harbottle is also an Associate.

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04407742**  
**CHARITY REGISTRATION NUMBER: 1093901**

**CHESS Homeless**  
**Company Limited by Guarantee**  
**Financial statements**  
**31 March 2022**

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Financial statements**

**Year ended 31 March 2022**

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# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

#### **Reference and administrative details**

|                                               |                                                       |
|-----------------------------------------------|-------------------------------------------------------|
| <b>Registered charity name</b>                | CHESS Homeless                                        |
| <b>Charity registration number</b>            | 1093901                                               |
| <b>Company registration number</b>            | 04407742                                              |
| <b>Principal office and registered office</b> | 200 New London Road<br>Chelmsford<br>Essex<br>CM2 9AB |

#### **The trustees**

The trustees who served during the year and at the date of approval were as follows:

Joy Michelle Brown (Chair)  
Hannah Harbottle  
Robert Pearson (resigned 28 February 2022)  
Andrew Murphy  
Graeme Hall  
Janice Guy (appointed 15 April 2021 and resigned 14 June 2022)  
Ben Shepherd (appointed 23 August 2022)

|                                |                                                                                                                                                  |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company secretary</b>       | David Brinkley                                                                                                                                   |
| <b>Chief Executive Officer</b> | Rob Saggs                                                                                                                                        |
| <b>Operations manager</b>      | Lis Gutteridge                                                                                                                                   |
| <b>Auditor</b>                 | Lovewell Blake LLP<br>Chartered accountants & statutory auditor<br>Bankside 300<br>Peachman Way<br>Broadland Business Park<br>Norwich<br>NR7 0LB |
| <b>Bankers</b>                 | The Co-operative Bank plc<br>1 Balloon Street<br>Manchester<br>M60 4EP                                                                           |

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

#### Year ended 31 March 2022

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##### Objectives and activities

The Charity's objects are restricted specifically, only for the public benefit, to relieve poverty, hardship and distress, in particular but not exclusively, amongst the homeless, those at risk of homelessness, and those living in adverse conditions.

This is encapsulated within our Mission statement, Aims and Values of the charity:

##### **Our Mission**

*CHES works to ensure that people who find themselves homeless are supported in ways that enable them to move forward purposefully and in good health.*

##### **Our Aims**

*To provide a good standard of accommodation for the homeless. Supporting improvement in the health and well-being of service users without discrimination or judgement. Giving practical support in achieving independence. Raising awareness of homelessness and to become a catalyst for change and partnership recognising the resources of others.*

##### **Our Values**

*We care for the homeless and those at risk of homelessness, respecting their need for safety and dignity. We promote a sense of security, self-worth and acceptance of the diversity of the individuals we serve. We encourage the growth and development of our staff and service users through partnerships and training opportunities with others. We are committed to equality of opportunity for all.*

##### **Public benefit**

The trustees have taken due regard to the guidance published by the Charity Commission on public benefit. It is considered that the charity provides a public benefit through our stated; Mission, Aims and Values.

**CHES Homeless activities:** CHES Homeless service delivery consists of the following mechanisms:

**Outreach service:** We deliver outreach to the following areas Chelmsford, Braintree, Maldon, Epping, Rochford, Brentwood, Uttlesford and Castlepoint. This is where our Rough Sleeper Initiative (RSI) team funded by the Ministry of Housing, Communities and Local Government (MHCLG) go out to investigate reports of rough sleepers initiated by members of the public via the Street-link portal and direct referrals from the local authorities we work with.

We can offer supplies and begin a journey that will hopefully see the individual that is rough sleeping engage and become housed. This can be either directly with us or with another agency or into a private rented scheme.

**Rough Sleeper** Emergency bed spaces that mostly serve the outreach team and the 5 local authorities that we operated in during this financial year. This facility has 9 self-contained units a large communal space and office. The facility houses the outreach team and offers 24/7 support to those living on site. It is used as a feeder housing to help those either move back to the areas that they come from, into CHES or other specialist provision and other move on accommodation.

**Hodgkinson house - Shelter:** The Shelter has 7 bedrooms in total and one of these is an independent self-contained disability suite. Each service user is on a license during their stay here at CHES Homeless. The shelter also has a professional kitchen where cooking classes take place, a therapeutic green space, 3 private consultation rooms and a small training space. It also houses our support and admin team and is our registered office address. During 2020 we had to close the shelter due to the impact of the pandemic. During the period of closure other accommodation with ensuite facilities was acquired in order to relocate service users of these bed spaces. On reopening late 2020, capacity at the shelter reduced from 9 to 7 in order for the facility to operate in a covid secure fashion and provide a kitchenette and lounge upstairs in the shelter so that service users could self-isolate as a household, if necessary. Prior to the temporary closure, the shelter was only accessible overnight. Since reopening, the shelter has been operating on a 24/7 basis and is referred to as 'The Shelter' rather than 'The night shelter, as previously.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 March 2022**

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**Move on:** The CHESS Homeless move on accommodation consists of 7 other properties that house 33 individuals in total. Service users move from the shelter into move on once they have engaged with the 'change programme' that is on offer that helps lead them back into independent living.

**Back into independent accommodation:** Once a service user has stayed in CHESS accommodation for a period of assessment and support, we can verify that they can hold down accommodation in a House of Multiple Occupancy (HMO) environment. This offers assurances to supported housing providers and private landlords.

**Year ended 31 March 2022**



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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CHESS Homeless uses its accommodation to help address the needs of those that are rough sleeping, homeless or at risk of becoming homeless. There is a tiered system that enables a person to access the correct service in CHESS Homeless, this can be from accessing the rough sleeper beds or shelter to be assessed and then from there into the most appropriate accommodation for their support needs. This may follow a process where the service user accesses all levels and types of supported accommodation in CHESS Homeless, before finally moving out to live independently. Those individuals who engage well and who have lower levels of support may equally jump a level of supported accommodation before moving on.

In December 2021 CHESS Homeless opened a facility to act as a halfway house between shelter accommodation and move-on accommodation. This has 5 hours a day of support staff on site, but it is otherwise accessible and usable in the same way as core CHESS Homeless HMO properties.

Also, in December CHESS Homeless opened their first HMO style accommodation supported by a tenancy support worker in Epping providing more accessible accommodation to homeless individuals in that district.

The overall provision of beds in the year increased by 17 to 66 beds. The trustees continue to seek ways to increase bed capacity further to meet the increasing demand in the county.

Throughout all CHESS Homeless accommodation, support staff are assigned to each service user to help them address issues that may have seen them become homeless in the first place. These issues can range from the need of affordable accommodation to substance misuse and access to mental health services.

The biggest challenge we face in reducing our homeless population is the availability of suitable affordable accommodation for them to move in to. There remains a challenge to influence and engage landlords to offer accommodation to residents who are on the 'homeless journey'. There have been some successes but not enough to meet the need. Early intervention with enduring solutions is critical in addressing homelessness. Statistics generated in 2018 show the mean age at death of long term homeless was 45 years for males and 43 years for females; compared to the general population of England and Wales, where the mean age at death was 76 years for men and 81 years for women. This provides the challenge of being able to successfully provide specialist 'wrap-around' support to enable a successful move away from the streets and into accommodation.

Complex drug and alcohol services in Essex can be difficult to access with availability inconsistent across the county especially at short notice. Services that are in place are often many miles away from the user, which builds additional reluctance to engage with services. Interventions can often be short, and clients are often discharged too quickly. For our clients to make the large step back into society they need consistent longer-term interventions by specialist workers to successfully aid recovery.

# CHESS Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) (continued)

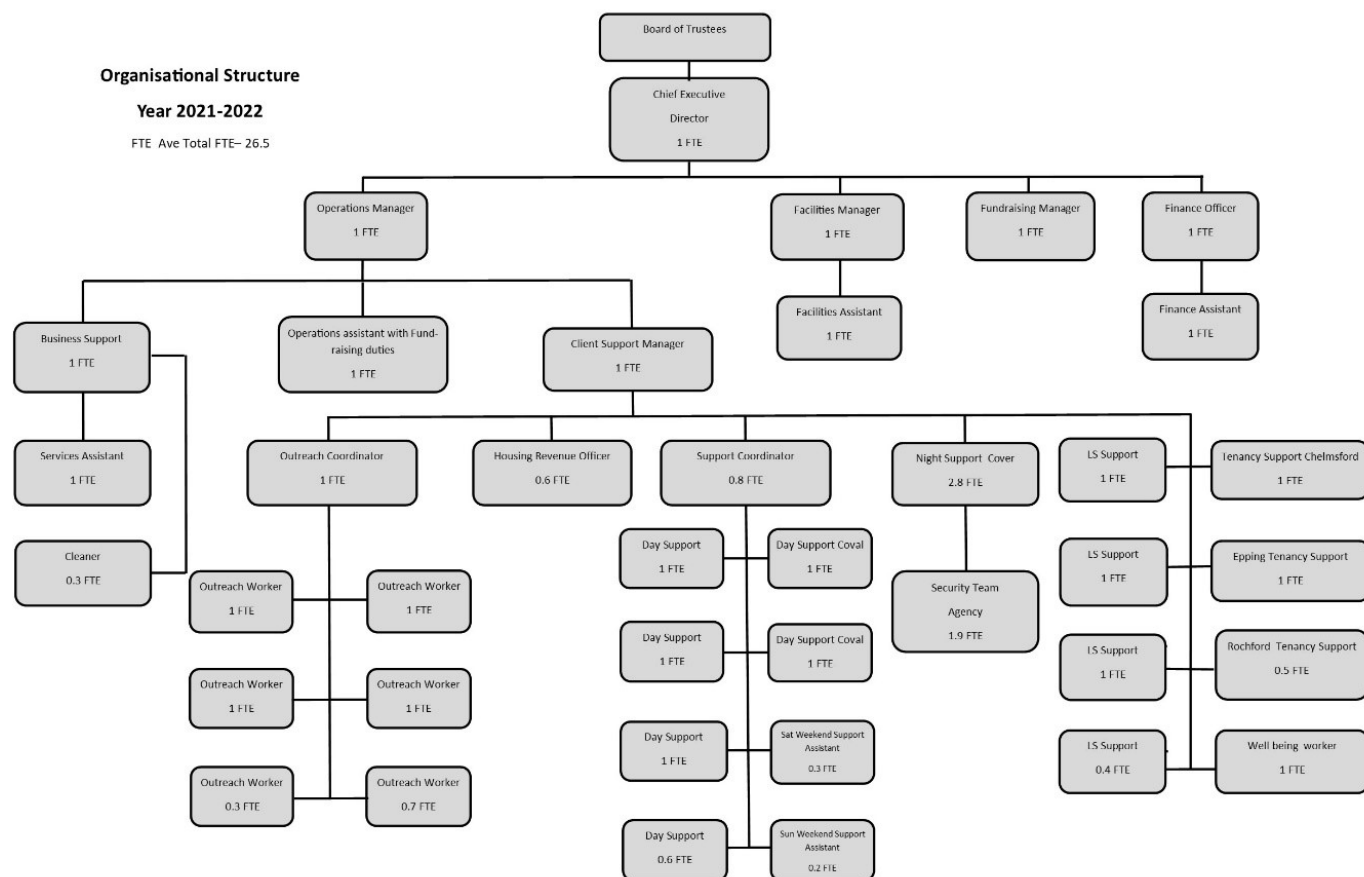
Year ended 31 March 2022

#### Objectives and activities (continued)

\*National data from Homeless link reports that 80% of homeless clients have a form of mental health issue; 45% have been diagnosed with a mental health issue; 73% have reported physical health problems; 39% said that they take drugs or are recovering from a drug problem: 35% have been to A&E and 26% had been admitted into hospital over the past 6 months.

Specialist services currently have difficulty in providing support to this client group. Threshold levels for mental health services are often too high for this client base and case closure is often too quick due to the difficulties and complexities posed by rough sleepers' often chaotic lifestyle. This is exasperated further by the difficulties in keeping in regular communication. Behaviours displayed by these clients often lead to their tenancies breaking down and many of our clients face a revolving door of rough sleeping. A specialist consistent approach is needed to successfully access appropriate longer-term services.

#### CHESS Homeless Organisation Hierarchy



\*<https://www.homeless.org.uk/facts/our-research/all-research-reports/homelessness-and-health-research>

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Objectives and activities *(continued)***

###### **Social Audit**

Since 2011 CHESS Homeless has routinely conducted a Social Audit using the guidance issued by the Social Audit Network (SAN). This Social Audit has been an embedded process in our operating routine, but due to the impact of the pandemic over the last 2 reporting years we have not had the opportunity to deliver on this. This has been due to the senior team needing to have all staff available to respond to the issues and challenges of the pandemic and the increase in our provisions for those that are homeless. The homeless operating environment is still rapidly changing due to emerging local and central government initiatives and therefore the Trustees have placed the Social Audit on hold for a 3rd year. As an indicator of Social Impact, the trustees did input the outcomes for FY21/22 into the scoring matrix used in the 2019 Social Audit. The score values were uplifted to 2022 Economic Conditions, the outcome was an estimated Social Value of £4,052,660. The trustees are considering an alternative streamlined method of reporting outcomes and impact that will utilise the Essex County Council (ECC) Social Value scoring matrix. This format would allow CHESS Homeless to use the Rough Sleeper Initiative (RSI) contract reporting format to capture all operational activity. The logic being that the ECC scoring matrix has been shaped to reflect the prioritised objectives of our major stakeholder and offers synergy in reporting RSI performance and overall, CHESS Homeless performance. Based on the ECC Social Value scoring matrix Chess delivered £3,894,354 of operational activity and outcomes in this reporting period. Both of these estimated social value's are impressive when compared to the operating costs of £1,468k.

###### **Achievements and performance**

CHESS Homeless has been funded by Department of Levelling Up Housing and Communities (DLUHC) to provide the Rough Sleeper Initiative (RSI) outreach service in Chelmsford, Epping, Braintree, Maldon, Brentwood, Castlepoint, Uttlesford and Rochford. The RSI project provides funding for 5 FTE outreach staff and an Outreach Team Coordinator. The team pick up referrals from members of the public who can report Rough Sleepers via the Street-link app. The team can also be tasked direct from the Council.

The team visits the area where the rough sleeper has been reported within 24 hours and seeks to engage with them. If CHESS Homeless has capacity within the RSI rooms, we will offer a bed space to the person and provide help and support to address the issues that saw the individual become homeless in the first instance. Then the former rough sleeper will be assigned a support worker to help them on their journey into independent living and develop a tailored support programme. This may include signposting them to other agencies for bespoke services.

During this reporting year CHESS Homeless managed to offer 77 individuals a bedspace and access to our integrated support services. This was an increase of 165% on the prior year and was due to Covid restrictions being slowly lifted through the year. 52% of these individuals moved on positively, which is roughly in line with pre-pandemic levels. As covid restrictions were eased CHESS Homeless support staff were able to work more intensely with individuals to address underlying issues. Individual consultations increased by 32%. Suitable individuals were identified for employment support consultations, these targeted consultations doubled from the prior year and helped 22 individuals gain employment during their time with CHESS Homeless.

Our RSI staff placed a further 50 individuals into dedicated RSI beds at Stock and secured alternative accommodation for an additional 143 individuals. In total 270 individuals were either prevented from rough sleeping or removed from the immediate risk of rough sleeping in this period. CHESS were delighted to be awarded the follow-on RSI contract which will run from September 2022 to December 2024. This contract renewal will allow CHESS to further enhance our focus on early intervention and triage.

Within this year we have also had four new Tenancy Support staff join the team, two working within Chelmsford, one supporting the new Epping accommodation and the other supporting individuals in Rochford.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Achievements and performance *(continued)***

A troubling legacy of the pandemic is the increase in victims of domestic abuse, much of which is worryingly under-reported. CHESS Homeless have continued their work with Safer Places Essex and have set aside a 4-bed property to help with the chronic shortage of appropriate space for victims. The trustees will continue to explore ways we can continue to support this extremely vulnerable group as we seek to partner with more socially aware landlords in our operating area.

CHESS Homeless has benefited from a tremendous level of support from our dedicated group of volunteers who support salaried staff in various roles across our operations. Pre pandemic our volunteers donated around 7,000 hours, typically averaging just over 100 hours per person per year. During the pandemic we were unable to utilise this fantastic local support. As we gradually open up our services, we are drawing in more volunteer support. At present we are using 50% of our normal volunteer support and we plan to grow this further as we open up more of our services. During the reporting period we have managed to keep our volunteers updated on our emerging plans for increased services via leaflets and face-to-face briefings.

##### **Headline achievements**

- Total Bed Space Nights Generated in Core Operation - 17,350
- Achieved 94% Utilisation of Core Bed Spaces
- 77 people offered a bed and bespoke support within CHESS core facilities
- An additional 50 people offered rough sleeper beds and support RSI staff find accommodation for an additional 143 people who were street homeless or at risk of becoming street homeless
- 22 people gained employment whilst in CHESS
- 272 individuals in contact with the Outreach Team
- RSI Contacts Attempted - 1,448
- Street Casework Visits/Logs - 2,672
- RSI In-house support consultations - 3,261
- CHESS client support meetings - 1,668
- CHESS life skills/wellbeing support meetings 883
- Training and employment support meetings - 262
- Social Value of RSI Activities (based on ECC scoring matrix) £1.357m
- Total Social Value of all CHESS Homeless Activities (based on ECC scoring matrix) £3.894m

# CHESS Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2022

#### Achievements and performance *(continued)*



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Achievements and performance *(continued)***

##### **The current progress in ramping up operations following the relaxing of Covid-19 restrictions**

The Covid-19 Pandemic placed many limitations on CHESS Homeless operations. Our service is naturally people focused and relies heavily on face-to-face support meetings. We have been cautiously unwinding some of the restrictions imposed during the lockdown. This process has been generally a cautious incremental approach as opposed to big-bang. The bullet points below represent the increase in service provision for the charity:

- Our shelter (Hodgkinson House) continues 24 hours a day and 7 days a week with an increase from 6 to 7 beds.
- CHESS increased its property portfolio from 10 to 13, one of the properties being the first outside of Chelmsford.
- CHESS increased its total bedspaces from 49 to 66.
- All houses have been furnished with access to the internet.
- CHESS completely refurbished a 5 bedroomed property. At the time of this report another is nearly complete.
- A new working group began in Chelmsford called 'Chelmsford Homeless Forum' which involves all the statutory organisation, third sector and voluntary groups.
- Outreach reached out and responded to 820 Street-link referrals in the 8 local authorities with over 1448 visits.
- 66 Tenancies were started at Stock, 38 of which ended with a positive move on into other CHESS accommodation or into external accommodation.
- The Outreach Team helped facilitate 143 moves of clients directly from the streets into non-RSI accommodation.
- The board reviewed the constitution to enable CHESS to work throughout the country and broaden its homeless objectives.
- The Trustees recruited three new active board members.
- We continued our relationship with Safer places in giving women fleeing domestic abuse a better opportunity to rebuild their lives.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Achievements and performance *(continued)***

###### **Case study**

Lloyd had a regular childhood and upbringing with good parents. He got up to regular mischief that young boys do but fell into bad company at around 17. He got involved in a fight which led to him serving time in Borstal - somewhere he describes as an absolute nightmare. He was beaten on a daily basis by other inmates and staff alike in the most brutal and demoralising manner. When Lloyd was 18 he lost his dad to cancer, and he actually died in his arms. This had a huge impact on him, pushing him further to alcohol. In spite of this he got married, had children and built a life for himself and his family by working as a car sprayer for BMW, Porsche and other big names but something didn't feel quite right. He discovered that his wife had been having affairs throughout their marriage which he describes as 'his world imploding and impossible to mend' and causing its ultimate breakdown.

Lloyd moved out and ended up sofa surfing, living in his car and eventually moving into a caravan on his friend's building yard. He had no heat, no running water and his drinking had reached a level where he would often wake up not knowing anything about the night before or how he had got where he found himself. During this period of time, he made 6 suicide attempts but failed each time. Moving into his friend's building yard was the worst move he would make. He would work all week and sometimes get paid just £14. He was beaten on a regular basis and witnessed violence all the time. He lost 7 stone in weight and was living in a nightmare situation that he felt he had no way out of. He had become a victim of modern day slavery. Every day was the same, he felt sick, anxious, he felt that he was nothing and he had nothing - he could see no future so decided he may as well be dead as he was just existing. He had one bag, one pair of pants, one pair of socks and nothing else.

Then one day the CHESS Outreach Team were outside the gates of the yard, and he went out to chat to them. They offered Lloyd a room at our facility in Stock which he decided to take. Things didn't improve straight away and he made another suicide attempt in the few months he was there. When his previous 'friend' turned up trying to get him back and he was badly beaten it was decided that he would be moved to another CHESS location.

Here he started to build relationships with people, making friends over dinner and getting to know people again and start the rebuilding process. For all the darkness Lloyd has experienced in his life he is adamant that it is a place he will never return to. He told us this 'Problems don't go away when you drink - it only prolongs the problems. I decided that I needed to change things not only for my kids so I could have a relationship with them again, but also for me. I have to realise that I have a lot to give. Every day is a good day for me, even when it's not going great, cos I've been given another chance. To fail at 6 suicide attempts someone up there obviously wants me to stick around for some reason.'

Now Lloyd is getting the help he needs and will start making use of the CHESS counselling service soon. He went on to say: "This is not just a chapter, it's my life. I'm not ashamed of what's happened to me and I'm not ashamed to tell people. I've started writing a journal every day. I don't read it myself but I make my entry and it will be there for my kids to read my story. I will close this journal on the day that I get a door key of my own for my own place. I've a lot of bridge building to do with my family who have seen me at my worst and darkest times, but they can see the change in me. I'm off the drink and I'm going to stay that way. I've battled my demons and worked so hard so I'm not going back to that place where I felt worthless'. 'For the first time in a long time I feel positive and can see light at the end of the tunnel. I want to get my own place where I can have my kids to stay, and they can be proud of their dad and how far I've come. I want to grow old with my kids, see them go on their first dates, get married etc. It's what you leave behind that counts. Thank God I was useless at suicide!"

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Financial review**

Income from Housing Benefit and rents increased by 72% to £403k (2021: £235k) This was due to the lifting of Covid-19 restrictions on bed capacity within our existing properties and a further 35% increase in new bed capacity to 66 (2021: 49).

CHESS Homeless was extremely successful in a range of Grant & Trust applications and secured a total of £1,212k in new funding (2021: £596k). The main reason behind this significant increase came from two grants of £300k each to fund the purchase of the Stock Motel.

The net result of the movements in Housing Benefits, Rent, Grants & Donations described above generated total income of £1,991k up 60% on 2021 (£1,248k).

During this year CHESS Homeless continued the relationship with an external fundraising organisation at a cost of £12k. The fundraising organisation helped CHESS Homeless secure £190k of grants and donations this year. This was an increase of 32% from 2021 (£128k).

The main grants awarded this year are summarised below; CHESS Homeless extend their sincere thanks to the organisations involved for the valuable support provided:

- Rough Sleeper Initiative, Ministry of Housing, Communities and Local Government (MHCLG), £250k
- Various Grants to Refurbish Existing Housing Stock, (CIF, Nationwide, HSBC), £27k
- NET Covid Response fund (Core costs and additional staffing) £25k
- CCG NHS Thurrock, Provision of Mental Wellbeing worker with signposting support, £55k
- NSAP (Next Step Accommodation Programme) £184k
- Lloyds Bank Foundation, Partial funding of Operational Management Post, £33k
- Chelmsford City Council Community Infrastructure Levy (CIL): £300k towards purchase of Stock Motel
- Ebenezer Trust: £300k towards purchase of Stock Motel
- Garfield Weston: £30k
- Great change £18k

Operational Expenditure increased by 42% to £1,411k (2021: £992k) Staffing costs and increased costs associated with housing were the 2 main influences on this increase. The 44% increase in staff costs to £845k (2021: £587k) was primarily due to the 35% increase in bed capacity and the increase in outreach cover across 8 local authorities (2021: 5).

As a result of this growth our staff level increased by 34% to 34.9 FTE (2021: 26.1 FTE). We also increased the responsibility of some key staff to reflect the significantly higher levels of responsibility in the revised operating structure. CHESS Homeless automatically enrolls all staff into a defined contribution pension scheme. CHESS Homeless employer liability to this scheme is 3% of pensionable earnings per annum.

Housing costs increased by 72% to £412k (2012: £240k). This increase is due to the 35% increase in bed capacity and the significant increase in energy costs.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Financial review *(continued)***

##### **Reserves Policy**

During FY 20/21 the Trustees had the opportunity to reflect upon the significant impact the pandemic had on the organisation and the possibility of it, or something similar happening again. As a result of this the Trustee agreed to increase general reserves to ensure that the charity is able to manage any short-term disruption to income. The Trustees believe that increasing reserves from 3 months to 6 months of essential operating costs will be sufficient. Essential operating costs are defined as those relating to core operating activities, these costs will naturally exclude any costs covered by restricted funding.

During this year CHESS Homeless has continued to grow in terms of funding and operational delivery. This growth is expected to continue as the country transitions out of the pandemic. Sadly, we expect a growth in demand for services as the country now faces the "cost of living crisis." The Trustees recognise that the need to increase reserves will directly conflict with the anticipated future demand for operational services. The Trustees have therefore agreed a 3-year target to gradually increase reserves to the new level. It is also recognised that as operational costs grow to meet operational demand then the shortfall between current reserves and the new target reserves will increase. For this reason, the trustees recognise that the 3-year target may not be realistic and the aim to grow reserves may take longer.

Operating costs for FY 21/22 was £937k, as at 31 March 2022 the charity had free reserves represented by unrestricted current assets and unrestricted current liabilities of £102,529 (2021: £122,550). With the increase in required reserves of 6 months operating costs the free reserve of £102,529 are £366k below the target level. CHESS Homeless have recently been awarded a significant uplift in Housing Benefit rates and therefore expect reserves to improve in the medium term.

During this transition period the contingency plan will be to use easily liquefiable fixed assets to increase cash holdings should a major unforeseen event materialise.

Restricted funds amounted to £771,423 (2021: £269,119).

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Plans for future periods**

CHESS Homeless are continuing to explore ways to secure more housing stock in 2022/23. The trustees consider this as critical to meet the current high level of need and sadly those who have become homeless or are going to be homeless in the wake of Covid-19, recession and cost of living crisis.

We are exploring options to develop the current Rough Sleeper site. The outline proposal will be to place up to 9 self-contained pods on a spare plot of land within the site boundary. We have developed early concept plans and we are currently investigating the use of renewable energy sources in the final design requirement. We are also exploring capital funding options before a final decision on a planning submission. If successful, these pods will provide additional move on housing and help maintain the natural flow of people through the CHESS/RSI pathways.

CHESS Homeless has been working in partnership with 8 local authorities (Chelmsford, Epping, Maldon, Braintree, Brentwood Castlepoint, Uttlesford and Rochford) through the Ministry of Housing Communities Local Government (Department of Levelling Up Communities and Housing) Rough Sleeper Initiative (RSI) to generate additional support and housing for rough sleepers. Epping is the first area that CHESS Homeless has been operating a leased property under the partnership initiative outside of Chelmsford.

We are working with Chelmsford City Council to increase the current level of accommodation to meet their anticipated demand for temporary accommodation. The aim is to have enough accommodation so that people do not have to sleep rough prior to having their housing situation addressed. Within Chelmsford, CHESS is looking at developing specialist accommodation for one or both of the following specific needs: Substance misuse and Mental health.

CHESS has been working on a 'pilot' programme with Safer places (a charity that works with people fleeing domestic abuse) with CHESS Homeless providing the housing and support to keep that housing. Then Safer places delivering the tailored support for those vulnerable women fleeing the domestic abuse.

We are keen to ensure that we continue to deliver a 24/7 service in going forward so that our clients do not need to walk the streets.

Before Covid-19 we had a highways company that was going to begin taking on trained service users for employment - we are going to re-open this and hopefully give opportunities of employment to our clients.

We are keen to ensure that all our properties reflect the value that each of us share for our clients, and that they are housed with dignity, respect and the opportunity for a brighter future. We will continue to work on providing better housing for them.

We will work on better collaborative partnerships working to ensure those that are homeless are offered the best solutions to their situation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Structure, governance and management**

CHESS Homeless is a public benefit entity and a private company limited by guarantee, registered in England & Wales and a registered charity in England & Wales. CHESS Homeless is governed by its Memorandum and Articles of Association dated 2nd April 2002 and revised on 6th February 2006, 3rd November 2015 and 16 July 2021.

##### **Recruitment, Appointment and Training of Trustees**

The recruitment and appointment of new trustees follows this process:

CHESS Homeless will advertise for a trustee appointment and request that a trustee application form is completed by those interested individuals. Once the deadline has passed the applicants are shortlisted and invited to attend an interview. Upon a successful interview the candidate / candidates will be invited to sit in and contribute at a minimum of two trustee meetings - the candidate will then be discussed by the current board of Trustees and feedback will be given to the candidate / candidates as to whether they have been successful or not.

Trustees are given an induction pack that explains the role and responsibilities of the trustee. Training for Trustees will be given on an annual basis in the form of away days - these may be virtual depending on the pandemic and restrictions

##### **Setting of remuneration for key management personnel**

Remuneration for members of the Senior Management Team is set and agreed by the Chief Executive Officer and Chair of the Trust in consultation with the Trustees with responsibility for HR or Finance.

Remuneration for the Chief Executive Officer is set by the Chairman of the Trust in consultation with the Trustees with responsibility for HR and Finance.

All posts are determined by comparisons within the industry and local market demands.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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#### **Structure, governance and management *(continued)***

##### **Risk Assessment**

Chess Trustees have produced a risk register that captures the top 10 risks relevant to our operating environment. The risk register has been reviewed by the board of trustees and will become a stand-alone agenda item on all future board meetings.

##### **Organisational structure**

The board of Trustees delegate the day to day running of the Charity to the CEO. The CEO and Operations Manager routinely report to the board during monthly board meetings.

The board of Trustees are as detailed on page 1.

##### **Fundraising standards information**

The board of trustees supports raising funds from the public in relation to our core activities. The Charity is registered with the Fundraising Regulator. There have been no complaints about fundraising activity this year.

The fundraising department has signed up to the Fundraising Regulator's Code of Fundraising Practice. All fundraising guidance and working practices have been or are being updated so that they are compliant. Fundraisers are also given a briefing before they raise funds for the Charity and will also be given annual updates/reminders via communication from the fundraising department.

All marketing material or information sent from the Charity contains clear instructions on how a person can be removed from the mailing lists and is GDPR compliant.

##### **Trustees' responsibilities statement**

The trustees (who are also directors 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 year. 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 charitable company 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 in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2022**

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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.

#### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditors, Lovewell Blake LLP, were appointed following the year end and have indicated their willingness to accept re-appointment.

#### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 16 January 2023 and signed on behalf of the board of trustees by:

Joy Michelle Brown (Chair)  
Trustee

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless**

**Year ended 31 March 2022**

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#### **Opinion**

We have audited the financial statements of CHESS Homeless (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities (including income and expenditure account), balance sheet, 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 FRS 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 charity's affairs as at 31 March 2022 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;
- 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 auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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**

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 charity'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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2022**

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#### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2022**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's 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 an auditor's 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:

- Enquiry of management and those charged with governance to confirm there are no instances of fraud or non-compliance with laws and regulations.
- Review of key accounting estimates, to ensure reasonable and no signs of management bias.
- Review of disclosures within the financial statements and vouching these to supporting documentation to ensure compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the rationale of significant transactions outside the normal course of activities and reviewing accounts estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless** *(continued)*

#### **Year ended 31 March 2022**

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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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Proctor FCA DChA (Senior Statutory Auditor)

For and on behalf of  
Lovewell Blake LLP  
Chartered accountants & statutory auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

26 January 2023

# CHESS Homeless

## Company Limited by Guarantee

### Statement of financial activities (including income and expenditure account)

Year ended 31 March 2022

|                                            |      | Unrestricted<br>funds<br>£ | 2022<br>Restricted<br>funds<br>£ | Total funds<br>£ | 2021<br>Total funds<br>£ |
|--------------------------------------------|------|----------------------------|----------------------------------|------------------|--------------------------|
|                                            | Note |                            |                                  |                  |                          |
| <b>Income and endowments</b>               |      |                            |                                  |                  |                          |
| Donations and legacies                     | 5    | 435,984                    | 783,801                          | 1,219,785        | 594,124                  |
| Charitable activities                      | 6    | 520,676                    | 250,249                          | 770,925          | 649,889                  |
| Investment income                          | 7    | 97                         | —                                | 97               | 687                      |
| Other income                               | 8    | —                          | —                                | —                | 3,448                    |
| <b>Total income</b>                        |      | <u>956,757</u>             | <u>1,034,050</u>                 | <u>1,990,807</u> | <u>1,248,148</u>         |
| <b>Expenditure</b>                         |      |                            |                                  |                  |                          |
| Raising funds                              |      |                            |                                  |                  |                          |
| Costs of raising funds                     | 9    | 48,600                     | —                                | 48,600           | 53,825                   |
| Charitable activities                      | 10   | 889,065                    | 521,746                          | 1,410,811        | 991,672                  |
| <b>Total expenditure</b>                   |      | <u>937,665</u>             | <u>521,746</u>                   | <u>1,459,411</u> | <u>1,045,497</u>         |
| <b>Net income before transfer of funds</b> |      | 19,092                     | 512,304                          | 531,396          | 202,651                  |
| Transfers between funds                    |      | 10,000                     | (10,000)                         | —                | —                        |
| <b>Net movement in funds</b>               |      | <u>29,092</u>              | <u>502,304</u>                   | <u>531,396</u>   | <u>202,651</u>           |
| <b>Reconciliation of funds</b>             |      |                            |                                  |                  |                          |
| Total funds brought forward                |      | 927,613                    | 269,119                          | 1,196,732        | 994,081                  |
| <b>Total funds carried forward</b>         |      | <u>956,705</u>             | <u>771,423</u>                   | <u>1,728,128</u> | <u>1,196,732</u>         |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 25 to 38 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Balance sheet

31 March 2022

|                                                                |      | 2022            |                  | 2021             |                  |
|----------------------------------------------------------------|------|-----------------|------------------|------------------|------------------|
|                                                                | Note | £               | £                | £                | £                |
| <b>Fixed assets</b>                                            |      |                 |                  |                  |                  |
| Tangible fixed assets                                          | 16   |                 | 1,839,918        |                  | 1,207,322        |
| <b>Current assets</b>                                          |      |                 |                  |                  |                  |
| Debtors                                                        | 17   | 64,748          |                  | 48,558           |                  |
| Investments                                                    | 18   | 91,421          |                  | 91,421           |                  |
| Cash at bank and in hand                                       |      | 209,420         |                  | 381,990          |                  |
|                                                                |      | <u>365,589</u>  |                  | <u>521,969</u>   |                  |
| <b>Creditors: Amounts falling due within one year</b>          | 19   | <u>(91,637)</u> |                  | <u>(130,300)</u> |                  |
| <b>Net current assets</b>                                      |      |                 | 273,952          |                  | 391,669          |
| <b>Total assets less current liabilities</b>                   |      |                 | 2,113,870        |                  | 1,598,991        |
| <b>Creditors: Amounts falling due after more than one year</b> | 20   |                 | <u>(385,742)</u> |                  | <u>(402,259)</u> |
| <b>Net assets</b>                                              |      |                 | <u>1,728,128</u> |                  | <u>1,196,732</u> |
| <b>Funds of the charity</b>                                    |      |                 |                  |                  |                  |
| Restricted funds                                               |      |                 | 771,423          |                  | 269,119          |
| Unrestricted funds                                             |      |                 | 956,705          |                  | 927,613          |
| <b>Total charity funds</b>                                     | 21   |                 | <u>1,728,128</u> |                  | <u>1,196,732</u> |

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

These financial statements were approved by the board of trustees and authorised for issue on 16 January 2023, and are signed on behalf of the board by:

Joy Michelle Brown (Chair)  
Trustee

Company registration number: 04407742

The notes on pages 25 to 38 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Statement of cash flows

Year ended 31 March 2022

|                                                             | <b>2022</b>      | 2021            |
|-------------------------------------------------------------|------------------|-----------------|
|                                                             | <b>£</b>         | <b>£</b>        |
| <b>Cash flows from operating activities</b>                 |                  |                 |
| Net income                                                  | 531,396          | 202,651         |
| <i>Adjustments for:</i>                                     |                  |                 |
| Depreciation of tangible fixed assets                       | 16,028           | 17,054          |
| Other interest receivable and similar income                | (97)             | (687)           |
| Interest payable and similar charges                        | 21,029           | 20,813          |
| Accrued expenses                                            | 27,693           | 12,513          |
| <i>Changes in:</i>                                          |                  |                 |
| Trade and other debtors                                     | (16,190)         | (25,162)        |
| Trade and other creditors                                   | (45,573)         | 19,107          |
| Cash generated from operations                              | 534,286          | 246,289         |
| Interest paid                                               | (21,029)         | (20,813)        |
| Interest received                                           | 97               | 687             |
| Net cash from operating activities                          | <u>513,354</u>   | <u>226,163</u>  |
| <b>Cash flows from investing activities</b>                 |                  |                 |
| Purchase of tangible assets                                 | (648,624)        | (19,861)        |
| Net cash used in investing activities                       | <u>(648,624)</u> | <u>(19,861)</u> |
| <b>Cash flows from financing activities</b>                 |                  |                 |
| Repayment of borrowing                                      | (37,300)         | (17,119)        |
| Net cash used in financing activities                       | <u>(37,300)</u>  | <u>(17,119)</u> |
| <b>Net (decrease)/increase in cash and cash equivalents</b> | (172,570)        | 189,183         |
| <b>Cash and cash equivalents at beginning of year</b>       | <u>381,990</u>   | <u>192,807</u>  |
| <b>Cash and cash equivalents at end of year</b>             | <u>209,420</u>   | <u>381,990</u>  |

The notes on pages 25 to 38 form part of these financial statements.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 March 2022**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 200 New London Road, Chelmsford, Essex, CM2 9AB.

#### **2. Statement of compliance**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain assets measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The Trustees have considered the impact of Covid-19 when assessing the going concern status of the charity.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

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

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2022**

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#### **3. Accounting policies** *(continued)*

##### **Income**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Income from housing benefit is recognised when the charity becomes entitled to the resource.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.
- All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. An impairment review is carried out annually by the trustees of those assets held at valuation.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 3. Accounting policies *(continued)*

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                       |   |                   |
|-----------------------|---|-------------------|
| Fixtures and fittings | - | 50% straight line |
| Motor vehicles        | - | 20% straight line |
| Equipment             | - | 50% straight line |

Due to the nature of the charity depreciation of the property held is recognised by way of maintenance costs instead of a depreciation charge. Property is also held at cost and the trustees consider that the market value of the property is greater than the cost recognised within the financial statements.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### 4. Limited by guarantee

The Company is limited by guarantee. In the event of winding up, each member is liable to contribute a sum not exceeding £10.

#### 5. Donations and legacies

|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
|------------------|----------------------------|--------------------------|--------------------------|
| <b>Donations</b> |                            |                          |                          |
| Donations        | 267,108                    | 600,000                  | 867,108                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 168,876                    | 183,801                  | 352,677                  |
|                  | <u>435,984</u>             | <u>783,801</u>           | <u>1,219,785</u>         |
|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
| <b>Donations</b> |                            |                          |                          |
| Donations        | 214,471                    | –                        | 214,471                  |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

##### 5. Donations and legacies *(continued)*

|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|---------------|----------------------------|--------------------------|--------------------------|
| <b>Grants</b> |                            |                          |                          |
| Other grants  | 8,086                      | 371,567                  | 379,653                  |
|               | <u>222,557</u>             | <u>371,567</u>           | <u>594,124</u>           |

During the year ended 31 March 2022 £484,100 (2021: £97,900) of government funding was received.

##### 6. Charitable activities

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2022<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 403,425                    | –                        | 403,425                  |
| Housing related support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 250,249                  | 250,249                  |
|                          | <u>520,676</u>             | <u>250,249</u>           | <u>770,925</u>           |

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 234,870                    | –                        | 234,870                  |
| Housing related support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 297,768                  | 297,768                  |
|                          | <u>352,121</u>             | <u>297,768</u>           | <u>649,889</u>           |

During the year ended 31 March 2022 £367,500 (2021: £415,019) of government funding was received.

##### 7. Investment income

|                          | Unrestricted<br>Funds<br>£ | Total Funds<br>2022<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Bank interest receivable | <u>97</u>                  | <u>97</u>                | <u>687</u>                 | <u>687</u>               |

##### 8. Other income

|                           | Unrestricted<br>Funds<br>£ | Total Funds<br>2022<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|---------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Covid-19 Retention Scheme | <u>–</u>                   | <u>–</u>                 | <u>3,448</u>               | <u>3,448</u>             |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

Year ended 31 March 2022

#### 9. Costs of raising funds

|                         | Unrestricted<br>Funds<br>£ | <b>Total Funds<br/>2022<br/>£</b> | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|-------------------------|----------------------------|-----------------------------------|----------------------------|--------------------------|
| Wages and salaries      | 34,571                     | 34,571                            | 38,379                     | 38,379                   |
| Other fundraising costs | 14,029                     | 14,029                            | 15,446                     | 15,446                   |
|                         | <u>48,600</u>              | <u>48,600</u>                     | <u>53,825</u>              | <u>53,825</u>            |

#### 10. Expenditure on charitable activities

|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | <b>Total Funds<br/>2022<br/>£</b> |
|---------------|----------------------------|--------------------------|-----------------------------------|
| Housing costs | 287,353                    | 125,524                  | 412,877                           |
| Support costs | 601,712                    | 396,222                  | 997,934                           |
|               | <u>889,065</u>             | <u>521,746</u>           | <u>1,410,811</u>                  |

|               | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|---------------|----------------------------|--------------------------|--------------------------|
| Housing costs | 63,782                     | 175,756                  | 239,538                  |
| Support costs | 396,205                    | 355,929                  | 752,134                  |
|               | <u>459,987</u>             | <u>531,685</u>           | <u>991,672</u>           |

#### 11. Analysis of support costs

|                         | <b>2022<br/>£</b> | 2021<br>£      |
|-------------------------|-------------------|----------------|
| Staff costs             | 810,370           | 549,000        |
| Outsourced staff costs  | 18,934            | 49,610         |
| Communications and IT   | 52,502            | 50,878         |
| General office          | 65,785            | 45,109         |
| Finance costs           | 21,029            | 20,813         |
| Motor & travel expenses | 10,318            | 11,370         |
| Audit fees              | 6,000             | 9,939          |
| Legal & professional    | 12,996            | 15,415         |
|                         | <u>997,934</u>    | <u>752,134</u> |

#### 12. Net income

|                                 | <b>2022<br/>£</b> | 2021<br>£     |
|---------------------------------|-------------------|---------------|
| Depreciation of tangible assets | 16,028            | 17,054        |
| Lease payments                  | <u>86,159</u>     | <u>39,105</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 13. Auditors remuneration

|                                                        | 2022<br>£    | 2021<br>£    |
|--------------------------------------------------------|--------------|--------------|
| Fees payable for the audit of the financial statements | 7,764        | 7,320        |
| Prior year over accrual                                | (1,764)      | –            |
| Prior year under accrual                               | –            | 2,619        |
|                                                        | <u>6,000</u> | <u>9,939</u> |

#### 14. Staff costs

|                        | 2022<br>£      | 2021<br>£      |
|------------------------|----------------|----------------|
| Wages and salaries     | 767,831        | 535,772        |
| Social security costs  | 61,459         | 41,503         |
| Employer pension costs | 15,651         | 10,104         |
|                        | <u>844,941</u> | <u>587,379</u> |

The average number of persons employed by the charity during the year amounted to 35 (2021: 26)

No employees received an income of more than £60,000 during the year.

#### Key Management Personnel

The Key Management Personnel include the Chief Executive Officer together with the Finance Officer and Operations Manager.

The total value of remuneration and benefits received by Key Management Personnel was £143,567 (2021: £140,125).

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 16. Tangible fixed assets

|                         | Freehold<br>property<br>£ | Fixtures<br>and fittings<br>£ | Motor<br>vehicles<br>£ | Equipment<br>£ | Total<br>£       |
|-------------------------|---------------------------|-------------------------------|------------------------|----------------|------------------|
| <b>Cost</b>             |                           |                               |                        |                |                  |
| At 1 April 2021         | 1,185,000                 | –                             | 39,741                 | 49,634         | 1,274,375        |
| Additions               | 600,400                   | 10,564                        | 17,130                 | 20,530         | 648,624          |
| <b>At 31 March 2022</b> | <u>1,785,400</u>          | <u>10,564</u>                 | <u>56,871</u>          | <u>70,164</u>  | <u>1,922,999</u> |
| <b>Depreciation</b>     |                           |                               |                        |                |                  |
| At 1 April 2021         | –                         | –                             | 37,553                 | 29,500         | 67,053           |
| Charge for the year     | –                         | 1,317                         | 1,607                  | 13,104         | 16,028           |
| <b>At 31 March 2022</b> | <u>–</u>                  | <u>1,317</u>                  | <u>39,160</u>          | <u>42,604</u>  | <u>83,081</u>    |
| <b>Carrying amount</b>  |                           |                               |                        |                |                  |
| <b>At 31 March 2022</b> | <u>1,785,400</u>          | <u>9,247</u>                  | <u>17,711</u>          | <u>27,560</u>  | <u>1,839,918</u> |
| At 31 March 2021        | <u>1,185,000</u>          | <u>–</u>                      | <u>2,188</u>           | <u>20,134</u>  | <u>1,207,322</u> |

A 10 year restriction on the sale of Woodstock Motel, Chelmsford was in place at the year end, which requires the charity to return a proportion of any gain on disposal to the previous owner. No amount for this was recognised within the financial statements at the year end as the trustees do not wish to dispose of this property and also due to the immeasurable value.

#### 17. Debtors

|                                | <b>2022</b><br>£ | 2021<br>£     |
|--------------------------------|------------------|---------------|
| Trade debtors                  | 27,487           | 10,279        |
| Prepayments and accrued income | 26,224           | 28,335        |
| Other debtors                  | 11,037           | 9,944         |
|                                | <u>64,748</u>    | <u>48,558</u> |

#### 18. Investments

|                             | <b>2022</b><br>£ | 2021<br>£     |
|-----------------------------|------------------|---------------|
| COIF Charities Deposit Fund | <u>91,421</u>    | <u>91,421</u> |

#### 19. Creditors: Amounts falling due within one year

|                                 | <b>2022</b><br>£ | 2021<br>£      |
|---------------------------------|------------------|----------------|
| Bank loans and overdrafts       | 17,078           | 37,861         |
| Trade creditors                 | 10,758           | 61,082         |
| Accruals and deferred income    | 40,206           | 12,513         |
| Social security and other taxes | 20,655           | 15,822         |
| Other creditors                 | 2,940            | 3,022          |
|                                 | <u>91,637</u>    | <u>130,300</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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##### 19. Creditors: Amounts falling due within one year *(continued)*

|                                 | 2022<br>£     | 2021<br>£ |
|---------------------------------|---------------|-----------|
| Deferred income brought forward | –             | 27,727    |
| Released during the year        | –             | (27,727)  |
| Deferred during the year        | 19,925        | –         |
| Deferred income carried forward | <u>19,925</u> | <u>–</u>  |

Deferred income relates to grants received for future periods.

##### 20. Creditors: Amounts falling due after more than one year

|                           | 2022<br>£      | 2021<br>£      |
|---------------------------|----------------|----------------|
| Bank loans and overdrafts | <u>385,742</u> | <u>402,259</u> |

##### Analysis of loans payable by instalments

|                                                     | 2022<br>£      | 2021<br>£      |
|-----------------------------------------------------|----------------|----------------|
| In more than one year but not more than two years   | 17,078         | 37,861         |
| In more than two years but not more than five years | <u>385,742</u> | <u>402,259</u> |
|                                                     | <u>402,820</u> | <u>440,120</u> |

The bank loans are on a repayment basis repayable over 60 months from the date the loan was drawn and is secured on property leased by the charity. Interest is calculated at a fixed rate of 4.25%.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

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#### 21. Analysis of charitable funds

##### *Unrestricted funds*

Year ended 31 March 2022

|               | At 1 April<br>2021<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2022<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 927,613                 | 956,757     | (937,665)        | 10,000         | 956,705                  |
|               | <hr/>                   | <hr/>       | <hr/>            | <hr/>          | <hr/>                    |

Year ended 31 March 2021

|               | At 1 April<br>2020<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2021<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 862,612                 | 578,813     | (513,812)        | –              | 927,613                  |
|               | <hr/>                   | <hr/>       | <hr/>            | <hr/>          | <hr/>                    |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

##### **Restricted funds**

Year ended 31 March 2022

|                                 | At 1 April<br>2021 | Income         | Expenditure      | Transfers       | At 31 March<br>2022 |
|---------------------------------|--------------------|----------------|------------------|-----------------|---------------------|
|                                 | £                  | £              | £                | £               | £                   |
| CRM & Accounting Software       | 336                | –              | –                | –               | 336                 |
| Bedrooms                        | 2,000              | –              | –                | –               | 2,000               |
| General Christian Act           | 20                 | –              | –                | –               | 20                  |
| Client Incentives               | 2,327              | –              | –                | –               | 2,327               |
| Refurbishment 7-8 George Street | 5,079              | –              | –                | –               | 5,079               |
| Maintenance Support             | 450                | –              | –                | –               | 450                 |
| Essex Community                 | 800                | –              | –                | –               | 800                 |
| ASDA quiz night                 | 322                | –              | –                | –               | 322                 |
| Residents Training              | 1,403              | –              | (8)              | –               | 1,395               |
| Property Revaluation            | 24,900             | –              | –                | –               | 24,900              |
| Hub Appeal                      | 1,200              | –              | –                | –               | 1,200               |
| Kitchen Refurbishment           | 7,200              | –              | –                | –               | 7,200               |
| House Furnishings               | 300                | –              | –                | –               | 300                 |
| Rough Sleeper Initiative        | 100,470            | 250,249        | (319,467)        | –               | 31,252              |
| CCG NHS Thurrock                | 41,480             | 55,000         | (47,730)         | –               | 48,750              |
| Rock Choir Tickets              | 464                | –              | –                | –               | 464                 |
| Active Essex Bikes              | 354                | –              | 160              | –               | 514                 |
| HSBC                            | 25,000             | –              | (20,304)         | –               | 4,696               |
| Net Covid Fund (ECF)            | 6,846              | 25,265         | (6,846)          | –               | 25,265              |
| NSAP                            | 29,137             | 51,073         | (80,210)         | –               | –                   |
| TNL                             | 10,000             | –              | –                | (10,000)        | –                   |
| British Science                 | 106                | –              | (16)             | –               | 90                  |
| Greater Change                  | 1,425              | 18,468         | (6,825)          | –               | 13,068              |
| Safer Places                    | 7,500              | –              | (7,500)          | –               | –                   |
| Winter Project                  | –                  | 995            | –                | –               | 995                 |
| Operations Manager salary       | –                  | 33,000         | (33,000)         | –               | –                   |
|                                 | <u>269,119</u>     | <u>434,050</u> | <u>(521,746)</u> | <u>(10,000)</u> | <u>171,423</u>      |

##### **Restricted fixed assets**

|                       | At 1 April<br>2021 | Income           | Expenditure      | Transfers       | At 31 March<br>2022 |
|-----------------------|--------------------|------------------|------------------|-----------------|---------------------|
|                       | £                  | £                | £                | £               | £                   |
| Woodstock Motel       | –                  | 600,000          | –                | –               | 600,000             |
|                       | <u>–</u>           | <u>600,000</u>   | <u>–</u>         | <u>–</u>        | <u>600,000</u>      |
| Restricted fund total | <u>269,119</u>     | <u>1,034,050</u> | <u>(531,746)</u> | <u>(10,000)</u> | <u>771,423</u>      |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

Year ended 31 March 2021

|                                    | At 1 April<br>2020<br>£ | Income<br>£    | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2021<br>£ |
|------------------------------------|-------------------------|----------------|------------------|----------------|--------------------------|
| CRM & Accounting Software          | 336                     | –              | –                | –              | 336                      |
| Bedrooms                           | 2,000                   | –              | –                | –              | 2,000                    |
| Counsellors salary                 | 2,432                   | –              | (4,543)          | 2,111          | –                        |
| Meaningful Activity                | 286                     | –              | –                | (286)          | –                        |
| Multiple Occupancy rent            | 469                     | –              | –                | (469)          | –                        |
| General Christian Act              | 20                      | –              | –                | –              | 20                       |
| CSCS Cards                         | 268                     | –              | –                | (268)          | –                        |
| Christmas Lunches                  | 359                     | –              | (183)            | (176)          | –                        |
| New Accommodation Support          | 248                     | –              | –                | (248)          | –                        |
| Waterproof Duvets                  | 250                     | –              | –                | (250)          | –                        |
| Client Incentives                  | 630                     | –              | –                | 1,697          | 2,327                    |
| Refurbishment 7-8 George<br>Street | 17,660                  | –              | (12,580)         | –              | 5,079                    |
| Maintenance Support                | 250                     | 200            | –                | –              | 450                      |
| Essex Community                    | 800                     | –              | –                | –              | 800                      |
| ASDA quiz night                    | 322                     | –              | –                | –              | 322                      |
| Residents Training                 | 1,403                   | –              | –                | –              | 1,403                    |
| Property Revaluation               | 24,900                  | –              | –                | –              | 24,900                   |
| Hub Appeal                         | 1,200                   | –              | –                | –              | 1,200                    |
| Kitchen Refurbishment              | 7,200                   | –              | –                | –              | 7,200                    |
| House Furnishings                  | 300                     | –              | –                | –              | 300                      |
| Rough Sleeper Initiative           | 36,711                  | 297,768        | (234,009)        | –              | 100,470                  |
| SELEP                              | 426                     | –              | (3,428)          | 3,002          | –                        |
| CCG NHS Thurrock                   | 32,875                  | 24,447         | (15,842)         | –              | 41,480                   |
| Rock Choir Tickets                 | 124                     | 339            | –                | –              | 464                      |
| Active Essex Bikes                 | –                       | 6,950          | (6,596)          | –              | 354                      |
| HSBC                               | –                       | 25,000         | –                | –              | 25,000                   |
| Nationwide Trust                   | –                       | 9,646          | (9,646)          | –              | –                        |
| Sulley Foundation                  | –                       | 5,000          | (5,000)          | –              | –                        |
| Vinci Foundation                   | –                       | 4,380          | (4,380)          | –              | –                        |
| National Lottery Community<br>Fund | –                       | 62,780         | (62,780)         | –              | –                        |
| Net Covid Fund (ECF)               | –                       | 75,000         | (68,154)         | –              | 6,846                    |
| NSAP                               | –                       | 94,900         | (60,650)         | (5,113)        | 29,137                   |
| TNL                                | –                       | 10,000         | –                | –              | 10,000                   |
| Essex Locality Fund                | –                       | 3,000          | (3,000)          | –              | –                        |
| British Science                    | –                       | 500            | (394)            | –              | 106                      |
| Greater Change                     | –                       | 1,425          | –                | –              | 1,425                    |
| Safer Places                       | –                       | 15,000         | (7,500)          | –              | 7,500                    |
| Operations Manager salary          | –                       | 33,000         | (33,000)         | –              | –                        |
|                                    | <u>131,469</u>          | <u>669,335</u> | <u>(531,685)</u> | <u>–</u>       | <u>269,119</u>           |

CRM & Accounting Software: represents funding received towards the integration of accounting and CRM software

Bedrooms: represents funding received towards the purchase of bedroom furniture.

Counsellors salary: represents funding received towards the Counsellors salary costs.

Meaningful Activity: represents funding received towards the support of service users.

Multiple Occupancy rent: represents funding received towards the support of service users.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2022**

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General Christian Act: represents funding received towards the support of service users.

CSCS Cards: represents funding received towards the training of residents.

Christmas Lunches: represents funding received towards the support of service users.

New Accommodation Support: represents funding received towards the upkeep of the charity's properties.

Waterproof Duvets: represents funding received towards the purchase of waterproof duvets.

Client incentives: represents funding received towards the support of service users.

Refurbishment 7-8 George Street: represents funding received towards the refurbishment of 7-8 George Street.

Maintenance Support: represents funding received towards the training of the maintenance staff.

Essex Community: represents funding received towards the upkeep of the charity's properties.

ASDA Quiz night: represents funding received towards quiz activities for the residents of the charity.

Residents Training: represents funding received towards the costs of training for residents.

Hub Appeal: represents funding received towards refurbishment of 200 New London Road.

Kitchen refurbishment: represents funding received towards the refurbishment project.

House Furnishings: represents funding received towards the refurbishment project.

Rough Sleeper Initiative: represents funding received towards Rough Sleeper Initiative.

SELEP: represents funding received towards the refurbishment project.

Winter Project: represents funding received towards the annual Winter Project programme.

CCG NHS Thurrock: represents funding received towards a mental health worker with counselling and therapy support

Rock Choir Tickets: represents funding received towards the Rock Choir show for the residents of the charity.

Operations Manager salary: represents funding received towards the cost of the Operations Manager's salary.

Active Essex Bikes: represents funding received towards the cost of the client bikes.

HSBC: represents funding received towards the cost of property refurbishment.

Nationwide Trust Grant: represents funding received towards the cost of property refurbishment.

Sulley Foundation: represents funding received towards the cost of new laptops.

Vinci Foundation: represents funding received towards the cost of new laptops.

National Lottery Community Fund: represents funding received towards the running costs of properties.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2022**

---

Net Covid Fund (ECF): represents funding received towards the cost of the renovation costs of move on properties during Covid-19.

NSAP: represents funding received towards the running costs of properties.

TNL: represents funding received towards the cost of a new car for support workers.

Essex Locality Fund: represents funding received towards staff and security costs associated with Hodgkinson House.

British Science Grant: represents funding received towards the costs of the Support Spring Event.

Greater Change: represents funding received towards the support worker staff costs.

Safer Places: represents funding received towards the cost of the Safe Haven pilot project.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2022

#### 22. Analysis of net assets between funds

##### Year ended 31 March 2022

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2022<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,239,918                  | 600,000                  | 1,839,918                |
| Current assets                | 194,166                    | 171,423                  | 365,589                  |
| Creditors less than 1 year    | (91,637)                   | –                        | (91,637)                 |
| Creditors greater than 1 year | (385,742)                  | –                        | (385,742)                |
|                               | <u>956,705</u>             | <u>771,423</u>           | <u>1,728,128</u>         |

##### Year ended 31 March 2021

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total Funds<br>2021<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,207,322                  | –                        | 1,207,322                |
| Current assets                | 252,850                    | 269,119                  | 521,969                  |
| Creditors less than 1 year    | (130,300)                  | –                        | (130,300)                |
| Creditors greater than 1 year | (402,259)                  | –                        | (402,259)                |
|                               | <u>927,613</u>             | <u>269,119</u>           | <u>1,196,732</u>         |

#### 23. Analysis of changes in net debt

|                           | At<br>1 April 2021<br>£ | Cash flows<br>£  | At<br>31 March 2022<br>£ |
|---------------------------|-------------------------|------------------|--------------------------|
| Cash at bank and in hand  | 381,990                 | (172,570)        | 209,420                  |
| Debt due within one year  | (37,861)                | 20,783           | (17,078)                 |
| Debt due after one year   | (402,259)               | 16,517           | (385,742)                |
| Current asset investments | 91,421                  | –                | 91,421                   |
|                           | <u>33,291</u>           | <u>(135,270)</u> | <u>(101,979)</u>         |

#### 24. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

|                                              | 2022<br>£     | 2021<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 39,971        | 39,696        |
| Later than 1 year and not later than 5 years | 32,943        | 31,361        |
|                                              | <u>72,914</u> | <u>71,057</u> |

#### 25. Related parties

During the year £180 (2021: £180) of unrestricted donations income was received from two Trustees, and £11,516 (2021: £14,847) of expenditure was made to Birketts of which H Harbottle is also an Associate.

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04407742**  
**CHARITY REGISTRATION NUMBER: 1093901**

**CHESS Homeless**  
**Company Limited by Guarantee**  
**Financial statements**  
**31 March 2021**

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Financial statements**

**Year ended 31 March 2021**

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# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report)**

#### **Year ended 31 March 2021**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

#### **Reference and administrative details**

|                                               |                                                       |
|-----------------------------------------------|-------------------------------------------------------|
| <b>Registered charity name</b>                | CHESS Homeless                                        |
| <b>Charity registration number</b>            | 1093901                                               |
| <b>Company registration number</b>            | 04407742                                              |
| <b>Principal office and registered office</b> | 200 New London Road<br>Chelmsford<br>Essex<br>CM2 9AB |

#### **The trustees**

The trustees who served during the year and at the date of approval were as follows:

Joy Michelle Brown (Chair)  
Patricia Bruguier (resigned 2 February 2021)  
Hannah Harbottle  
Robert Pearson  
Andrew Murphy (appointed 5 August 2020)  
Graeme Hall (appointed 2 November 2020)  
Janice Guy (appointed 15 April 2021)

|                                |                                                                                                                                                  |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Company secretary</b>       | David Brinkley                                                                                                                                   |
| <b>Chief Executive Officer</b> | Rob Saggs                                                                                                                                        |
| <b>Operations manager</b>      | Lis Gutteridge                                                                                                                                   |
| <b>Auditor</b>                 | Lovewell Blake LLP<br>Chartered accountants & statutory auditor<br>Bankside 300<br>Peachman Way<br>Broadland Business Park<br>Norwich<br>NR7 0LB |
| <b>Bankers</b>                 | The Co-operative Bank plc<br>1 Balloon Street<br>Manchester<br>M60 4EP                                                                           |

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 March 2021**

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#### **Objectives and activities**

The Charity's objects are restricted specifically, only for the public benefit, to relieve poverty, hardship and distress, in particular but not exclusively, amongst the homeless, those at risk of homelessness, and those living in adverse conditions.

This is encapsulated within our Mission statement, Aims and Values of the charity:

#### **Our Mission**

*CHESS works to ensure that people who find themselves homeless are supported in ways that enable them to move forward purposefully and in good health.*

#### **Our Aims**

*To provide a good standard of accommodation for the homeless. Supporting improvement in the health and well-being of service users without discrimination or judgement. Giving practical support in achieving independence. Raising awareness of homelessness and to become a catalyst for change and partnership recognising the resources of others.*

#### **Our Values**

*We care for the homeless and those at risk of homelessness, respecting their need for safety and dignity. We promote a sense of security, self-worth and acceptance of the diversity of the individuals we serve. We encourage the growth and development of our staff and service users through partnerships and training opportunities with others. We are committed to equality of opportunity for all.*

**CHESS Homeless activities:** CHESS Homeless service delivery consists of the following mechanisms:

**Outreach service:** We deliver outreach to the following areas Chelmsford, Braintree, Maldon, Epping and Rochford. This is where our Rough Sleeper Initiative (RSI) team funded by the Ministry of Housing, Communities and Local Government (MHCLG) go out to investigate reports of rough sleepers initiated by members of the public via the Street-link app and also direct from the local authorities we work with.

We can offer supplies and begin a journey that will hopefully see the individual that is rough sleeping engage and become housed. This can be either directly with us or with another agency or into a private rented scheme.

**RSI Emergency bed spaces** that mostly serve the outreach team and the 5 local authorities that we operated in during this financial year. This facility has 9 self-contained units a large communal space and office. The facility houses the outreach team and offers 24/7 support to those living on site. It is used as a feeder housing to help those either move back to the areas that they come from, into CHESS or other specialist provision and other move on accommodation.

**Hodgkinson house - Night shelter:** The night shelter has 6 bedrooms in total and one of these is an independent self-contained disability suite. Each service user is on a license during their stay here at CHESS homeless. The night shelter also has a professional kitchen where cooking classes take place, a therapeutic green space, 3 private consultation rooms and a small training space. It also houses our support and admin team and is our registered office address. During 2020/21 we had to close the night shelter due to the impact of the pandemic and then reopen it with the ability to enable our service users to self-isolate if needed. The capacity at the night shelter reduced from 9 to 6. The rationale for this was so that we could have a kitchenette and lounge upstairs in the night shelter. The night shelter is now operating 24/7 and has been renamed 'Hodgkinson House' to recognise the work of the previous chair of Trustees.

# CHESS Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

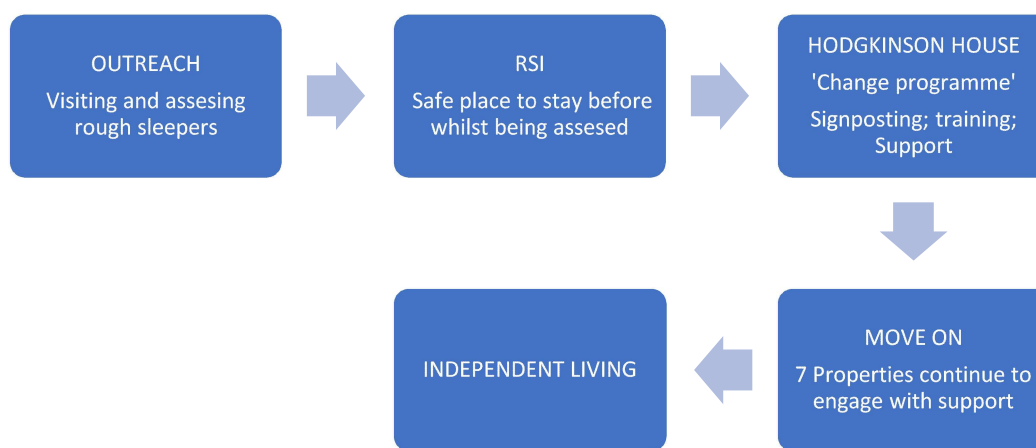
Year ended 31 March 2021

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#### Objectives and activities *(continued)*

**Move on:** The CHESS Homeless move on accommodation consists of 7 other properties that house 33 individuals in total. Service users move from the night shelter into move on once they have engaged with the 'change programme' that is on offer that helps lead them back into independent living.

**Back into independent accommodation:** Having had the individual that has previously been homeless in our accommodation we are able to verify that they can hold down accommodation in a House of Multiple Occupancy (HMO) environment. This offers assurances to supported housing providers and private landlords.



CHESS Homeless uses its accommodation to help address the needs of those that are rough sleeping, homeless or at risk of becoming homeless. There is a tiered system that enables a person to access the correct service in CHESS Homeless, this can be from accessing the RSI Beds to then move from that into Hodgkinson House and then into move on before finally moving out.

Support staff are assigned to each service user to help them address issues that may have seen them become homeless in the first place. These issues can range from the need of affordable accommodation to substance misuse and access to mental health services.

The biggest challenge we face in reducing our rough sleeper population is the availability of suitable affordable accommodation for our rough sleepers to move in to. There remains a challenge to influence and engage landlords to offer accommodation to residents who are on the 'homeless journey'. There have been some successes but not enough to meet need. We have also experienced higher demand for the night shelter provision because there is a lack of suitable move on housing.

Coupled with the dynamic of the homeless community where 'The mean age at death was 45 years for males and 43 years for females in 2018; in the general population of England and Wales, the mean age at death was 76 years for men and 81 years for women.'. This provides the challenge of being able to successfully provide specialist 'wrap-around' support to enable a successful move away from the streets and into accommodation.

Complex drug and alcohol services in Essex can be difficult to access and inconsistent across the county at short notice. This is particularly so when services that are in place are often many miles away from the user which builds a reluctance to travel and hence access services. Interventions can often be short, and clients are discharged too quickly. For our clients to make the large step back into society they need consistent longer-term interventions by specialist workers to successfully aid recovery.

# CHESS Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

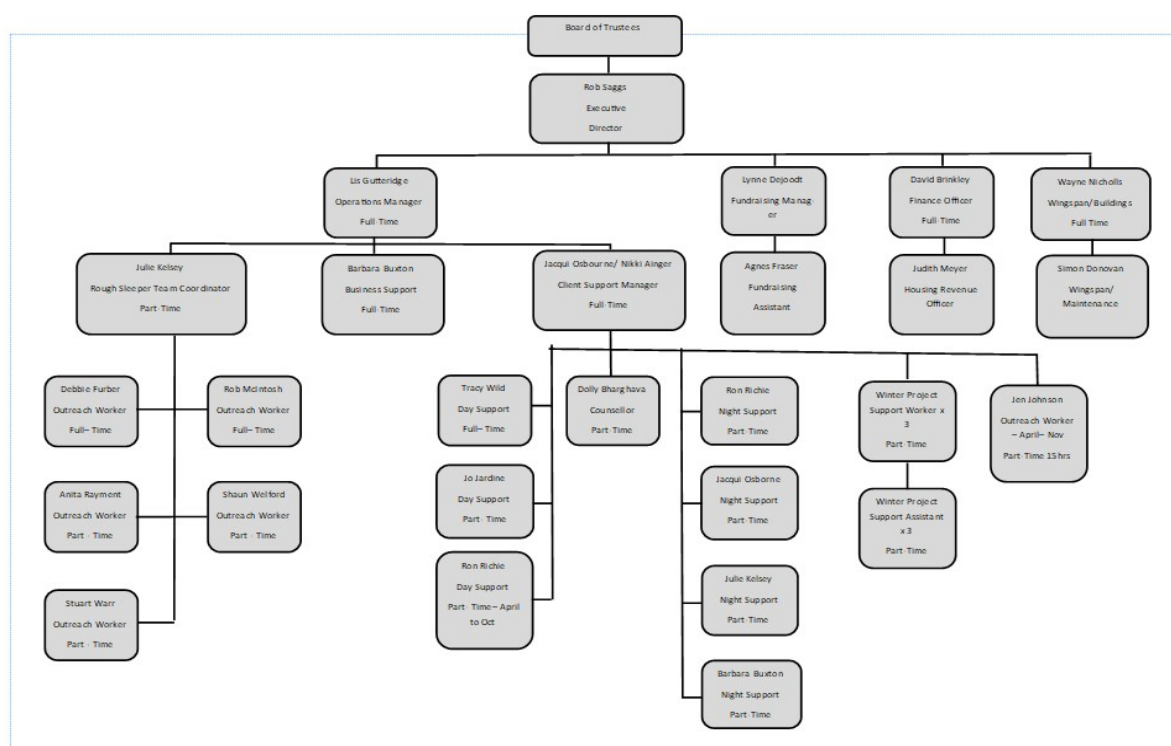
Year ended 31 March 2021

#### Objectives and activities *(continued)*

\*National data from Homeless link reports that 80% of homeless clients have a form of mental health issue; 45% have been diagnosed with a mental health issue; 73% have reported physical health problems; 39% said that they take drugs or are recovering from a drug problem: 35% have been to A&E and 26% had been admitted into hospital over the past 6 months.

Specialist services currently have difficulty in providing support to this client group. Threshold levels for mental health services are often too high for this client base and case closure is often too quick due to the difficulties and complexities posed by rough sleepers' often chaotic lifestyle. This is exasperated further by the difficulties in keeping in regular communication. Behaviours displayed by these clients often lead to their tenancies breaking down and many of our clients face a revolving door of rough sleeping. A specialist consistent approach is needed to successfully access appropriate longer term services.

#### CHESS Homeless Organisation Hierarchy



\*<https://www.homeless.org.uk/facts/our-research/all-research-reports/homelessness-and-health-research>

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Objectives and activities *(continued)***

###### **Social Audit**

Over the last 8 years CHESS Homeless has routinely conducted a Social Audit using the guidance issued by the Social Audit Network (SAN). This Social Audit has been an embedded process in our operating routine, but due to the impact of the pandemic over this reporting year we have not had the opportunity to deliver on this. This has been due to the senior team needing to have all staff available to respond to the issues and challenges of the pandemic and the increase in our provisions to those that are homeless. Ordinarily at the start of each year we invite key external stakeholders onto our Social Audit Panel. The panel are then responsible for a peer review of the appropriateness of our inputs, activities, outputs, outcomes and impacts and agreeing the suitable metrics used to measure performance.

At the end of the reporting period the panel sits to review the results achieved. The final draft report is then reviewed externally by a SAN representative. The report is then published on the SAN website. The Covid-19 pandemic has necessitated the suspension of the final Social Audit Report for FY20-21. Trustees are very keen to resurrect the Social Audit process as soon as the operational pressures created by the pandemic ease.

###### **Achievements and performance**

CHESS Homeless have been funded by Ministry of Housing, Communities and Local Government (MHCLG) to provide the Rough Sleeper Initiative (RSI) outreach service in Chelmsford, Epping, Braintree, Maldon and Rochford. The RSI project provides funding for 5.7 FTE outreach staff, 2 have specific mandates for tenancy support. The team pick up tasking from members of the public who can report Rough Sleepers via the Street-link app. The team can also be tasked direct from the Council.

The team visit the area that the rough sleeper has been reported within 24 hours and seek to engage with them. If CHESS Homeless has capacity within the RSI rooms, we will offer a bed space to the person and provide help and support to address the issues that saw the individual become homeless in the first instance. Then the former rough sleeper will be assigned a support worker to help them on their journey into independent living and develop a tailored support programme. This may include signposting them to other agencies for bespoke services.

During this reporting year CHESS Homeless managed to increase planned exits as a proportion of total intake to 63%. This is the highest success rate for 6 years and reflects the impact the CHESS Homeless Hub is now having on 'joined up client support.' During this reporting year CHESS Homeless have been able to work with clients more intensely due to the increased availability of clients being in the accommodation. Due to the impact of the Pandemic, there was an increase in the take up of online education engagement and 53% of clients reported that they felt they had more education opportunities and 67% felt they had more employment opportunities.

If we compare the success rate of clients who entered CHESS Homeless via the Rough Sleeper Initiative (RSI) against the intake from routine referrals, then the figures show a stark contrast. The success rate of RSI outcomes is 66% compared to a 39% success rate for routine referrals. These outcomes are down from the previous year where RSI was 74% and routine referrals were 42%. Some of this variance in outcomes could be explained by the impact of the pandemic and how those that are amongst the most vulnerable reacted to the challenges of a lockdown.

The provision of permanent bed space capacity increased significantly this year and is set to continue to grow in FY21/22. With the closure of the Winter project during the previous year and, health England not desiring to see projects like this continue CHESS service increased its permanent bed spacing to meet the needs of the rough sleeping group. Some additional properties are still being sought to continue with this growth in meeting the unmet demand.

# CHES Homeless

## Company Limited by Guarantee

### Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

#### Achievements and performance *(continued)*

Chess Homeless has a dedicated group of volunteers who support salaried staff in various roles across our operations. In FY 20/21 we had an average of 82 volunteers supporting our efforts. They each provided an average of 75 hours of their time. Having won the Queens Award for Voluntary services during the last reporting period CHES saw a significant reduction in volunteering hours due to the impact of the Pandemic and the consequences that could come from it. Volunteering hours went from staggering 6150 in the previous accounting cycle to 272.25. During this reporting year CHES saw a reduction in the number of active volunteers from 82 to 21.

#### From being in the CHES Programme our service users reported



#### CHES has also provided access to other services which were not otherwise available



# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Achievements and performance *(continued)***

##### **The Impact of Covid-19 on operations to date**

Although the Covid-19 Pandemic impacted so many individuals, businesses statutory bodies, and charities the outcome from this financial year has mostly been positive, this has been due to the hard work of all those that have been working with CHESS to help the homeless. The bullet points below represent the positive outcomes for the charity:

- Service users were offered a tablet and sim card to enable them to engage with their support workers virtually and were also invited to use bikes that were separately funded to help with physical activity.
- Remote training was offered to staff and service users.
- During November 2020 CHESS re-opened its renamed night shelter (now called 'Hodgkinson House') 24 hours a day and 7 days a week with a reduced capacity of 6.
- CHESS increased its property portfolio from 6 properties to 10.
- CHESS increased its long-term bedspaces from 32 (Before the pandemic) to 49.
- CHESS completely refurbished one of our 5 bedroomed properties. At the time of this report another is nearly complete.
- CHESS worked with local partners to ensure that every homeless rough sleeper in Chelmsford is made an offer of accommodation.
- A new working group began in Chelmsford called 'Chelmsford Homeless Forum' which involves all the statutory organisation, Third sector and voluntary groups.
- The number of people that CHESS housed throughout the financial year was 115 this was during the pandemic!
- Outreach reached out and responded to 1487 Street-link referrals in the 5 local authorities.
- During 2020 The Social and economic impact of the charity during the financial year (this is an un-audited un-official social accounting value) of 2020/21 was: £2,593,676 - this is a 297% return on investment with the costs of the charity being £870,457.
- CHESS recruited and inducted 13 new staff (fulltime and part time and some on bank) through funding that enabled us to increase our service delivery in working with rough sleepers in new facilities, areas, and circumstances.
- Updated the HR documentation and H&S documentation with Peninsula.
- The board reviewed the constitution to enable CHESS to work throughout the country and broaden its homeless objectives.
- The Trustees recruited three new active board members.
- We began working with Safer places in giving women fleeing domestic abuse a better opportunity to rebuild their lives.
- Throughout the 2020/21 financial year CHESS Homeless bed utilisation rate was at 99%.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Financial review**

Chess Homeless increased Actual Bed Spaces from 32 (19/20) to 49 (20/21), an increase of 53% on the prior year. During the same period Covid measures necessitated the closure of the night shelter for 7 months. The net impact of these two factors generated an increase in Income from Housing Benefit of 30% to £235k. Housing Related support remained static at prior year levels (£117k). Fundraising activities reduced during the year due to a significant reduction in fundraising opportunities and activities. These activities are often by third party organisers that will host community fundraising events on behalf of CHESS, but due to the lockdowns and the impact of the pandemic the majority of these events did not take place. Our in-house fundraisers continued to engage with our members, volunteers and the local community even though lockdown significantly impacted the way we completed this. The team found novel ways of raising funds in our local area which included the promotion of 'the BIG sleep-in' where people were encouraged to sleep out in their own gardens instead of CHESS hosting its large annual sleepout. Fundraising activities also included the 2.6 challenge, the run for heroes - 5KMay, as well as our Christmas gift campaign. During this year we continued with our external fundraising organisation at a cost of £11k. The external fundraising organisation that applies to Trust and grant applications helped CHESS Homeless generate an additional £128k in their first full year of operating with CHESS Homeless. This was an increase from the previous year's total of £43k.

CHESS Homeless was extremely successful in a range of Grant & Trust applications and secured a total of £596k in new funding (2019/20 = £295k). This funding came from numerous sources and covered a range of targeted initiatives, the main grants awarded this year are summarised below:

- Rough Sleeper Initiative, Ministry of Housing, Communities and Local Government (MHCLG), £298k
- Various Grants to Refurbish Existing Housing Stock, (CIF, Nationwide, HSBC), £50k
- NET Covid Response fund (Core costs and additional staffing) £50k
- National Lottery Community Fund (Staffing and IT requirements) £63k
- CCG NHS Thurrock, Provision of Mental Wellbeing worker with signposting support, £24k
- NSAP (Next Step Accommodation Programme) £95k
- Lloyds Bank Foundation, Partial funding of Operational Management Post, £33k

The significant success in new grant funding meant total income increased by 43% in year to £1,248k. Operational Expenditure increased to £1,045k as the new grant funding came on stream. A further two FTE posts were seconded in to assist in the delivery of the Rough Sleeper Initiative across the expanded geographic area. CHESS forged stronger working relationships with Reach and Open Road through these seconded post holders. Thanks to the Lloyds Bank Foundation Funding Chess Homeless has been able to put in place a good senior team over the past year. This has enabled us to react swiftly and practically throughout the year and the impact that the Covid-19 pandemic has had on the services.

Total staff costs increased from £463k to £587k, this was caused by; Recruitment of RSI staff, Wellbeing workers and the new operating time of 24/7 needing to have a staff on site to cover this, as well as having security on site at Hodgkinson house. CHESS Homeless automatically enrolls all staff into a defined contribution pension scheme. CHESS Homeless employer liability to this scheme is 3% of pensionable earnings per annum.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Financial review *(continued)***

##### **Reserves Policy**

During this reporting period the Trustees have had the opportunity to reflect upon the significant impact the pandemic has had on the organisation and the possibility of it, or something similar happening again. As a result of this the Trustees have agreed to increase general reserves to ensure that the charity is able to manage any short-term disruption to income. The Trustees believe that increasing reserves from the current 3 months to 6 months of essential operating costs would be sufficient. Essential operating costs are defined as those relating to core operating activities, these costs will naturally exclude any costs covered by restricted funding.

During the pandemic CHESS Homeless has undergone significant growth in terms of funding and operational delivery. This growth is expected to continue as the country transitions out of the pandemic. Sadly we expect a growth in demand for services as Job Retention and Universal Credit measures are trimmed back. The Trustees recognise that the need to increase reserves will directly conflict with the anticipated future demand for operational services. The Trustees have therefore agreed a 3 year target to gradually increase reserves to the new level. It is also recognised that as operational costs grow to meet operational demand then the shortfall between current reserves and the new target reserves will increase. For this reason the trustees recognise that the 3 year target may not be realistic and the aim to grow reserves may take longer than the 3 year target. During the interim period the contingency plan will be to use an easily liquefiable fixed assets to increase cash holdings should a major unforeseen event materialise.

Unrestricted expenditure for FY 20/21 was £514k and unrestricted reserves were £928k. As at 31 March 2021 the charity had free reserves represented by unrestricted current assets and unrestricted current liabilities of £122,550 (2020: £98,217). With the increase in required reserves of 6 months operating costs the free reserve of £122,550 are £135k below the target level.

Restricted funds amounted to £269,119 (2020: £131,469).

##### **Case study**

This service user was helped onto the winter project by Phoenix Futures staff as he was on the Horizons Project following prison release. He then progressed into the hub (Hodgkinson House) and then Covid-19 hit. Hodgkinson House had to be closed and he was found accommodation in another town, still supported by CHESS but with limited face to face support. He was unable to function on his own. He could not do simple tasks like call a GP or arrange a prescription from a new pharmacy. This person was a drug user of 37 years and had spent a large proportion of time in and out of prison. His drug use spiralled out of control following the death of his mother with whom he was very close. His drug use led to offending, non-compliance with daily tasks and falling into the wrong peer group leading to Anti-Social Behaviour. It was because of this; he was evicted from his property and ran up considerable arrears. His mum was a huge help to him with completing paperwork and ensuring he prioritised his rent and bills and without her he did not know where to turn to get the support he required. He was issued with a tablet so he could communicate with CHESS support staff and take part in purposeful activity. He could not even send an email when he first got it, but slowly with help from support staff and other service users he became competent in basic communicating and was able to take part in facetime calls with his support worker which he said made him feel less lonely. He had to navigate bus transport back into Chelmsford to attend script appointments, DRR testing and probation and due to extreme anxiety, he picked at his skin and made deep wounds. Staff encouraged him to claim for extra benefits to offer support with this which he was successful in obtaining. After working very hard with Phoenix Futures and Open Road he became stable in his abstinence. He was also working with probation and was proud to be completing negative results for his DRR. He went from strength to strength; having been completely reliant on support staff he became semi-independent and started to take on small tasks by himself. We were able to get him back on the housing register and he believed there was little hope of him ever achieving his own accommodation again.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Financial review *(continued)***

##### **Case study *(continued)***

He used his backdated payment for health benefit to pay off a large proportion of his arrears and he agreed to a profile with Greater change to help with the debt that was causing a barrier to accommodation. This was all a huge success and with the rent arrears cleared he was validated on the housing register and able to bid for properties. He made use of our bike loan scheme and registered interest in volunteering. This was difficult due to Covid-19 and the lockdowns, but he is still hoping to do this and has a particular interest in Farleigh Hospice where his mum passed away.

He has now successfully obtained a property of his own and has even adopted himself a cat.

He sent the following text "I can't believe what you have done for me, thank you for everything and please let Nikki know how much I appreciate everything that has been done for me"

We continue to work with this service user as he adapts to living alone and the routine of what comes with running your own property.

##### **Plans for future periods**

CHESS Homeless are continuing to explore ways to secure more housing stock in 2021/22. The trustees consider this as critical to meet the current high level of need and sadly those who have become homeless or are going to be homeless in the wake of Covid-19.

CHESS has been working in partnership with 5 local authorities (Chelmsford, Epping, Maldon, Braintree and Rochford) through the Ministry of Housing Communities Local Government (MHCLG) Rough Sleeper Initiative (RSI) to generate additional housing stock. Epping will be the first area that CHESS Homeless will operate a new leased property under the new partnership initiative. During the next reporting cycle CHESS Homeless will operate a 4 bedroomed leased property in Epping. We are working with Chelmsford City Council to increase the current level of accommodation to meet their anticipated demand for temporary accommodation.

The aim is to have enough accommodation so that people do not have to sleep rough prior to having their housing situation addressed. Within Chelmsford, CHESS is looking at developing a specialist accommodation site in one or more of the following areas: Substance misuse; Mental health or Housing for those fleeing domestic abuse.

CHESS has been working on a 'pilot' programme with Safer places (a charity that works with people fleeing domestic abuse) with CHESS Homeless providing the housing and support to keep that housing. Then Safer places delivering the tailored support for those vulnerable women fleeing the domestic abuse.

We are keen to ensure that we continue to deliver a 24/7 service in going forward so that our clients do not need to walk the streets.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

#### **Year ended 31 March 2021**

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##### **Plans for future periods *(continued)***

One of our properties is currently going through planning permission so that CHESS can purchase the site and then look at increasing our provision from there and redeveloping the site.

We are working closely with the MHCLG, Essex County Council, Chelmsford City Council and the local authorities that we currently operate with to find solutions to those that are homeless. We are also hopeful to secure longer term funding that will enable us to give our team that are on shorter term contracts a more secure future. This will then ensure that we do not lose the expertise gained from them for those posts.

Before Covid-19 we had a highways company that was going to begin taking on trained service users for employment - we are going to re-open this and hopefully give opportunities of employment to our clients.

We are keen to ensure that all our properties reflect the value that each of us share for our clients, and that they are housed with dignity, respect and the opportunity for a brighter future. We will continue to work on providing better housing for them.

We will work on better collaborative partnerships working to ensure those that are homeless are offered the best solutions to their situation.

##### **Structure, governance and management**

CHESS Homeless is a public benefit entity and a private company limited by guarantee, registered in England & Wales and a registered charity in England & Wales. Chess Homeless is governed by its Memorandum and Articles of Association dated 2nd April 2002 and revised on 6th February 2006 and 23rd November 2015.

The board of Trustees delegate day to day running of the Charity to the CEO. The CEO and Operations Manager routinely report to the board during monthly board meetings.

The board of Trustees are as detailed on page 1.

##### **Setting of remuneration for key management personnel**

Remuneration for members of the Senior Management Team is set and agreed by the Chief Executive Officer and Chair of the Trust in consultation with the Trustees with responsibility for HR or Finance.

Remuneration for the Chief Executive Officer is set by the Chairman of the Trust in consultation with the Trustees with responsibility for HR and Finance.

All posts are determined by comparisons within the industry and local market demands.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 March 2021**

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#### **Structure, governance and management *(continued)***

##### **Recruitment, Appointment and Training of Trustees**

The recruitment and appointment of new trustees follows this process:

CHESS Homeless will advertise for a trustee appointment and request that a trustee application form is completed by those interested individuals. Once the deadline has passed the applicants are shortlisted and invited to attend an interview. Upon a successful interview the candidate / candidates will be invited to sit in and contribute at a minimum of two trustee meetings - the candidate will then be discussed by the current board of Trustees and feedback will be given to the candidate / candidates as to whether they have been successful or not.

Trustees are given an induction pack that explains the role and responsibilities of the trustee. Training for Trustees will be given on an annual basis in the form of away days - these may be virtual depending on the pandemic and restrictions

##### **Risk Assessment**

CHESS Homeless operating costs have increased significantly over the last year and are projected to increase further as we seek new partnerships to address the homeless issue in a wider area of Essex. The board of trustees recognise that CHESS Homeless is committed to developing a risk register that will cover the associated risks in our increasingly complex operations. This risk register is currently being put together and will be in place by the next reporting period. The risk register will become a stand-alone agenda item on future board meetings.

##### **Trustees' responsibilities statement**

The trustees (who are also directors 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 year. 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 charitable company 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 in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Trustees' annual report (incorporating the directors' report) *(continued)***

**Year ended 31 March 2021**

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#### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and

- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditors, Lovewell Blake LLP, were appointed following the year end and have indicated their willingness to accept re-appointment.

#### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 22 December 2021 and signed on behalf of the board of trustees by:



Joy Michelle Brown (Chair)  
Trustee

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless**

**Year ended 31 March 2021**

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#### **Opinion**

We have audited the financial statements of CHESS Homeless (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), balance sheet, 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 FRS 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 charity's affairs as at 31 March 2021 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;
- 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 auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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**

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 charity'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.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless (continued)**

**Year ended 31 March 2021**

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#### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless *(continued)***

**Year ended 31 March 2021**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's 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 an auditor's 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:

- Enquiry of management and those charged with governance to confirm there are no instances of fraud or non-compliance with laws and regulations.
- Reviewing journal entries to ensure they are appropriate and do not indicate management override.
- Review of key accounting estimates, to ensure reasonable and no signs of management bias.
- Review of disclosures within the financial statements and vouching these to supporting documentation to ensure compliance with applicable laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Independent auditor's report to the members of CHESS Homeless** *(continued)*

#### **Year ended 31 March 2021**

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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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Mark Proctor FCA DChA (Senior Statutory Auditor)

For and on behalf of  
Lovewell Blake LLP  
Chartered accountants & statutory auditor  
Bankside 300  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0LB

23/12/2021

# CHESS Homeless

## Company Limited by Guarantee

### Statement of financial activities (including income and expenditure account)

Year ended 31 March 2021

|                                                           |      | Unrestricted<br>funds<br>£ | 2021<br>Restricted<br>funds<br>£ | Total funds<br>£ | 2020<br>Total funds<br>£ |
|-----------------------------------------------------------|------|----------------------------|----------------------------------|------------------|--------------------------|
|                                                           | Note |                            |                                  |                  |                          |
| <b>Income and endowments</b>                              |      |                            |                                  |                  |                          |
| Donations and legacies                                    | 5    | 222,557                    | 371,567                          | 594,124          | 372,201                  |
| Charitable activities                                     | 6    | 352,121                    | 297,768                          | 649,889          | 497,551                  |
| Investment income                                         | 7    | 687                        | —                                | 687              | 705                      |
| Other income                                              | 8    | 3,448                      | —                                | 3,448            | —                        |
| <b>Total income</b>                                       |      | <u>578,813</u>             | <u>669,335</u>                   | <u>1,248,148</u> | <u>870,457</u>           |
| <b>Expenditure</b>                                        |      |                            |                                  |                  |                          |
| Raising funds                                             |      |                            |                                  |                  |                          |
| Costs of raising funds                                    | 9    | 53,825                     | —                                | 53,825           | 44,654                   |
| Charitable activities                                     | 10   | 459,987                    | 531,685                          | 991,672          | 728,269                  |
| Other expenditure                                         | 12   | —                          | —                                | —                | 131,917                  |
| <b>Total expenditure</b>                                  |      | <u>513,812</u>             | <u>531,685</u>                   | <u>1,045,497</u> | <u>904,840</u>           |
| <b>Net income/(expenditure) and net movement in funds</b> |      | <u>65,001</u>              | <u>137,650</u>                   | <u>202,651</u>   | <u>(34,383)</u>          |
| <b>Reconciliation of funds</b>                            |      |                            |                                  |                  |                          |
| Total funds brought forward                               |      | 862,612                    | 131,469                          | 994,081          | 1,028,464                |
| <b>Total funds carried forward</b>                        |      | <u>927,613</u>             | <u>269,119</u>                   | <u>1,196,732</u> | <u>994,081</u>           |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 21 to 33 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

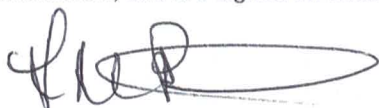
### Balance sheet

31 March 2021

|                                                                | Note | 2021<br>£        | £                | 2020<br>£       | £                |
|----------------------------------------------------------------|------|------------------|------------------|-----------------|------------------|
| <b>Fixed assets</b>                                            |      |                  |                  |                 |                  |
| Tangible fixed assets                                          | 17   |                  | 1,207,322        |                 | 1,204,515        |
| <b>Current assets</b>                                          |      |                  |                  |                 |                  |
| Debtors                                                        | 18   | 48,558           |                  | 23,396          |                  |
| Investments                                                    | 19   | 91,421           |                  | 91,421          |                  |
| Cash at bank and in hand                                       |      | 381,990          |                  | 192,807         |                  |
|                                                                |      | <u>521,969</u>   |                  | <u>307,624</u>  |                  |
| <b>Creditors: Amounts falling due within one year</b>          | 20   | <u>(130,300)</u> |                  | <u>(77,938)</u> |                  |
| <b>Net current assets</b>                                      |      |                  | 391,669          |                 | 229,686          |
| <b>Total assets less current liabilities</b>                   |      |                  | 1,598,991        |                 | 1,434,201        |
| <b>Creditors: Amounts falling due after more than one year</b> | 21   |                  | <u>(402,259)</u> |                 | <u>(440,120)</u> |
| <b>Net assets</b>                                              |      |                  | <u>1,196,732</u> |                 | <u>994,081</u>   |
| <b>Funds of the charity</b>                                    |      |                  |                  |                 |                  |
| Restricted funds                                               |      |                  | 269,119          |                 | 131,469          |
| Unrestricted funds                                             |      |                  | 927,613          |                 | 862,612          |
| <b>Total charity funds</b>                                     | 22   |                  | <u>1,196,732</u> |                 | <u>994,081</u>   |

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

These financial statements were approved by the board of trustees and authorised for issue on 22 December 2021 and are signed on behalf of the board by:



Joy Michelle Brown (Chair)  
Trustee

Company registration number: 04407742

The notes on pages 21 to 33 form part of these financial statements.

# CHESS Homeless

## Company Limited by Guarantee

### Statement of cash flows

Year ended 31 March 2021

|                                                       | 2021<br>£       | 2020<br>£       |
|-------------------------------------------------------|-----------------|-----------------|
| <b>Cash flows from operating activities</b>           |                 |                 |
| Net income/(expenditure)                              | 202,651         | (34,383)        |
| <i>Adjustments for:</i>                               |                 |                 |
| Depreciation of tangible fixed assets                 | 17,054          | 18,198          |
| Other interest receivable and similar income          | (687)           | (705)           |
| Interest payable and similar charges                  | 20,813          | 21,042          |
| <i>Changes in:</i>                                    |                 |                 |
| Trade and other debtors                               | (25,162)        | 139,830         |
| Trade and other creditors                             | 31,620          | 27,343          |
| Cash generated from operations                        | 246,289         | 171,325         |
| Interest paid                                         | (20,813)        | (21,042)        |
| Interest received                                     | 687             | 705             |
| Net cash from operating activities                    | <u>226,163</u>  | <u>150,988</u>  |
| <b>Cash flows from investing activities</b>           |                 |                 |
| Purchase of tangible assets                           | (19,861)        | (19,428)        |
| Purchases of other investments                        | —               | (291)           |
| Net cash used in investing activities                 | <u>(19,861)</u> | <u>(19,719)</u> |
| <b>Cash flows from financing activities</b>           |                 |                 |
| (Repayment of)/proceeds from borrowing                | (17,119)        | (16,410)        |
| Net cash used in financing activities                 | <u>(17,119)</u> | <u>(16,410)</u> |
| <b>Net increase in cash and cash equivalents</b>      | 189,183         | 114,859         |
| <b>Cash and cash equivalents at beginning of year</b> | 192,807         | 77,948          |
| <b>Cash and cash equivalents at end of year</b>       | <u>381,990</u>  | <u>192,807</u>  |

The notes on pages 21 to 33 form part of these financial statements.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements**

**Year ended 31 March 2021**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 200 New London Road, Chelmsford, Essex, CM2 9AB.

#### **2. Statement of compliance**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain assets measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

The Trustees have considered the impact of Covid-19 when assessing the going concern status of the charity.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

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

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2021**

---

#### **3. Accounting policies** *(continued)*

##### **Income**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- Income from housing benefit is recognised when the charity becomes entitled to the resource.
- Income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- Expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.
- All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. An impairment review is carried out annually by the trustees of those assets held at valuation.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

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#### 3. Accounting policies *(continued)*

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                |   |                   |
|----------------|---|-------------------|
| Motor vehicles | - | 20% straight line |
| Equipment      | - | 50% straight line |

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

#### 4. Limited by guarantee

The Company is limited by guarantee. In the event of winding up, each member is liable to contribute a sum not exceeding £10.

#### 5. Donations and legacies

|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|------------------|----------------------------|--------------------------|--------------------------|
| <b>Donations</b> |                            |                          |                          |
| Donations        | 214,471                    | –                        | 214,471                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 8,086                      | 371,567                  | 379,653                  |
|                  | <u>222,557</u>             | <u>371,567</u>           | <u>594,124</u>           |
|                  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
| <b>Donations</b> |                            |                          |                          |
| Donations        | 216,678                    | 5,173                    | 221,851                  |
| <b>Grants</b>    |                            |                          |                          |
| Other grants     | 34,768                     | 115,582                  | 150,350                  |
|                  | <u>251,446</u>             | <u>120,755</u>           | <u>372,201</u>           |

During the year ended 31 March 2021 £97,900 (2020: £29,750) of government funding was received.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

#### 6. Charitable activities

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| Housing benefit and rent | 234,870                    | –                        | 234,870                  |
| Winter project           | –                          | –                        | –                        |
| Housing related support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 297,768                  | 297,768                  |
|                          | <u>352,121</u>             | <u>297,768</u>           | <u>649,889</u>           |
|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
| Housing benefit and rent | 180,454                    | –                        | 180,454                  |
| Winter project           | 54,846                     | –                        | 54,846                   |
| Housing related support  | 117,251                    | –                        | 117,251                  |
| Rough Sleeper Initiative | –                          | 145,000                  | 145,000                  |
|                          | <u>352,551</u>             | <u>145,000</u>           | <u>497,551</u>           |

During the year ended 31 March 2021 £398,105 (2020: £317,097) of government funding was received.

#### 7. Investment income

|                          | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|--------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Bank interest receivable | <u>687</u>                 | <u>687</u>               | <u>705</u>                 | <u>705</u>               |

#### 8. Other income

|                           | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|---------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Covid-19 Retention Scheme | <u>3,448</u>               | <u>3,448</u>             | <u>–</u>                   | <u>–</u>                 |

#### 9. Costs of raising funds

|                         | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|-------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Wages and salaries      | 38,379                     | 38,379                   | 34,349                     | 34,349                   |
| Other fundraising costs | 15,446                     | 15,446                   | 10,305                     | 10,305                   |
|                         | <u>53,825</u>              | <u>53,825</u>            | <u>44,654</u>              | <u>44,654</u>            |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

#### 10. Expenditure on charitable activities

|                | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|----------------|----------------------------|--------------------------|--------------------------|
| Winter project | –                          | –                        | –                        |
| Housing costs  | 63,782                     | 175,756                  | 239,538                  |
| Support costs  | 396,205                    | 355,929                  | 752,134                  |
|                | <u>459,987</u>             | <u>531,685</u>           | <u>991,672</u>           |
|                | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
| Winter project | 65,111                     | 549                      | 65,660                   |
| Housing costs  | 161,701                    | 41,022                   | 202,723                  |
| Support costs  | 317,575                    | 142,311                  | 459,886                  |
|                | <u>544,387</u>             | <u>183,882</u>           | <u>728,269</u>           |

#### 11. Analysis of support costs

|                         | 2021<br>£      | 2020<br>£      |
|-------------------------|----------------|----------------|
| Staff costs             | 549,000        | 347,231        |
| Outsourced staff costs  | 49,610         | –              |
| Communications and IT   | 50,878         | 25,867         |
| General office          | 45,109         | 38,339         |
| Finance costs           | 20,813         | 21,042         |
| Motor & travel expenses | 11,370         | 13,393         |
| Audit fees              | 9,939          | 5,940          |
| Legal & professional    | 15,415         | 8,074          |
|                         | <u>752,134</u> | <u>459,886</u> |

#### 12. Other expenditure

|                               | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|-------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Write off Wingspan Works debt | –                          | –                        | 131,917                    | 131,917                  |

#### 13. Net income/(expenditure)

|                                 | 2021<br>£     | 2020<br>£     |
|---------------------------------|---------------|---------------|
| Depreciation of tangible assets | 17,054        | 18,198        |
| Lease payments                  | <u>39,105</u> | <u>21,600</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

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##### 14. Auditors remuneration

|                                                        | 2021<br>£    | 2020<br>£    |
|--------------------------------------------------------|--------------|--------------|
| Fees payable for the audit of the financial statements | 7,320        | 5,940        |
| Prior year under accrual                               | 2,619        | —            |
|                                                        | <u>9,939</u> | <u>5,940</u> |

##### 15. Staff costs

|                             | 2021<br>£      | 2020<br>£      |
|-----------------------------|----------------|----------------|
| Wages and salaries          | 535,772        | 457,193        |
| Social security costs       | 41,503         | 39,410         |
| Employer pension costs      | 10,104         | 8,270          |
|                             | <u>587,379</u> | <u>504,873</u> |
| Recharged to Wingspan Works | —              | (42,069)       |
|                             | <u>587,379</u> | <u>462,804</u> |

The average number of persons employed by the charity during the year amounted to 26 (2020: 22)

No employees received an income of more than £60,000 during the year.

##### Key Management Personnel

The Key Management Personnel include the Chief Executive Officer together with the Finance Officer and Operations Manager.

The total value of remuneration and benefits received by Key Management Personnel was £140,125 (2020: £128,075).

##### 16. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

##### 17. Tangible fixed assets

|                         | Freehold<br>property<br>£ | Motor<br>vehicles<br>£ | Equipment<br>£ | Total<br>£       |
|-------------------------|---------------------------|------------------------|----------------|------------------|
| <b>Cost</b>             |                           |                        |                |                  |
| At 1 April 2020         | 1,185,000                 | 39,741                 | 29,773         | 1,254,514        |
| Additions               | —                         | —                      | 19,861         | 19,861           |
| <b>At 31 March 2021</b> | <u>1,185,000</u>          | <u>39,741</u>          | <u>49,634</u>  | <u>1,274,375</u> |
| <b>Depreciation</b>     |                           |                        |                |                  |
| At 1 April 2020         | —                         | 34,366                 | 15,633         | 49,999           |
| Charge for the year     | —                         | 3,187                  | 13,867         | 17,054           |
| <b>At 31 March 2021</b> | <u>—</u>                  | <u>37,553</u>          | <u>29,500</u>  | <u>67,053</u>    |
| <b>Carrying amount</b>  |                           |                        |                |                  |
| <b>At 31 March 2021</b> | <u>1,185,000</u>          | <u>2,188</u>           | <u>20,134</u>  | <u>1,207,322</u> |
| At 31 March 2020        | <u>1,185,000</u>          | <u>5,375</u>           | <u>14,140</u>  | <u>1,204,515</u> |

##### 18. Debtors

|                                | <b>2021</b><br>£ | 2020<br>£     |
|--------------------------------|------------------|---------------|
| Trade debtors                  | 10,279           | 3,657         |
| Prepayments and accrued income | 28,335           | 18,292        |
| Other debtors                  | 9,944            | 1,447         |
|                                | <u>48,558</u>    | <u>23,396</u> |

##### 19. Investments

|                             | <b>2021</b><br>£ | 2020<br>£     |
|-----------------------------|------------------|---------------|
| COIF Charities Deposit Fund | <u>91,421</u>    | <u>91,421</u> |

##### 20. Creditors: Amounts falling due within one year

|                                 | <b>2021</b><br>£ | 2020<br>£     |
|---------------------------------|------------------|---------------|
| Bank loans and overdrafts       | 37,861           | 17,119        |
| Trade creditors                 | 61,082           | 3,397         |
| Social security and other taxes | 15,822           | 13,218        |
| Other creditors                 | 15,535           | 44,204        |
|                                 | <u>130,300</u>   | <u>77,938</u> |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

#### 20. Creditors: Amounts falling due within one year *(continued)*

|                                 | 2021<br>£ | 2020<br>£ |
|---------------------------------|-----------|-----------|
| Deferred income brought forward | 27,727    | –         |
| Released during the year        | (27,727)  | –         |
| Deferred during the year        | –         | 27,727    |
| Deferred income carried forward | –         | 27,727    |

Deferred income relates to grants received for future periods.

#### 21. Creditors: Amounts falling due after more than one year

|                           | 2021<br>£ | 2020<br>£ |
|---------------------------|-----------|-----------|
| Bank loans and overdrafts | 402,259   | 440,120   |

#### Analysis of loans payable by instalments

|                                                     | 2021<br>£ | 2020<br>£ |
|-----------------------------------------------------|-----------|-----------|
| In more than one year but not more than two years   | 37,861    | 17,119    |
| In more than two years but not more than five years | 402,259   | 440,120   |
|                                                     | 440,120   | 457,239   |

The bank loans are on a repayment basis repayable over 60 months from the date the loan was drawn and is secured on property leased by the charity. Interest is calculated at a fixed rate of 4.25%.

#### 22. Analysis of charitable funds

##### *Unrestricted funds*

Year ended 31 March 2021

|               | At 1 April<br>2020<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2021<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 862,612                 | 578,813     | (513,812)        | –              | 927,613                  |

Year ended 31 March 2020

|               | At 1 April<br>2019<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2020<br>£ |
|---------------|-------------------------|-------------|------------------|----------------|--------------------------|
| General funds | 979,664                 | 604,702     | (720,958)        | (796)          | 862,612                  |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

##### *Restricted funds*

Year ended 31 March 2021

|                                 | At 1 April<br>2020 | Income         | Expenditure      | Transfers | At 31 March<br>2021 |
|---------------------------------|--------------------|----------------|------------------|-----------|---------------------|
|                                 | £                  | £              | £                | £         | £                   |
| CRM & Accounting Software       | 336                | –              | –                | –         | 336                 |
| Bedrooms                        | 2,000              | –              | –                | –         | 2,000               |
| Counsellors salary              | 2,432              | –              | (4,543)          | 2,111     | –                   |
| Meaningful Activity             | 286                | –              | –                | (286)     | –                   |
| Multiple Occupancy rent         | 469                | –              | –                | (469)     | –                   |
| General Christian Act           | 20                 | –              | –                | –         | 20                  |
| CSCS Cards                      | 268                | –              | –                | (268)     | –                   |
| Christmas Lunches               | 359                | –              | (183)            | (176)     | –                   |
| New Accommodation Support       | 248                | –              | –                | (248)     | –                   |
| Waterproof Duvets               | 250                | –              | –                | (250)     | –                   |
| Client Incentives               | 630                | –              | –                | 1,697     | 2,327               |
| Refurbishment 7-8 George Street | 17,660             | –              | (12,580)         | –         | 5,079               |
| Maintenance Support             | 250                | 200            | –                | –         | 450                 |
| Essex Community                 | 800                | –              | –                | –         | 800                 |
| ASDA quiz night                 | 322                | –              | –                | –         | 322                 |
| Residents Training              | 1,403              | –              | –                | –         | 1,403               |
| Property Revaluation            | 24,900             | –              | –                | –         | 24,900              |
| Hub Appeal                      | 1,200              | –              | –                | –         | 1,200               |
| Kitchen Refurbishment           | 7,200              | –              | –                | –         | 7,200               |
| House Furnishings               | 300                | –              | –                | –         | 300                 |
| Rough Sleeper Initiative        | 36,711             | 297,768        | (234,009)        | –         | 100,470             |
| SELEP                           | 426                | –              | (3,428)          | 3,002     | –                   |
| CCG NHS Thurrock                | 32,875             | 24,447         | (15,842)         | –         | 41,480              |
| Rock Choir Tickets              | 124                | 339            | –                | –         | 464                 |
| Active Essex Bikes              | –                  | 6,950          | (6,596)          | –         | 354                 |
| HSBC                            | –                  | 25,000         | –                | –         | 25,000              |
| Nationwide Trust                | –                  | 9,646          | (9,646)          | –         | –                   |
| Sulley Foundation               | –                  | 5,000          | (5,000)          | –         | –                   |
| Vinci Foundation                | –                  | 4,380          | (4,380)          | –         | –                   |
| National Lottery Community Fund | –                  | 62,780         | (62,780)         | –         | –                   |
| Net Covid Fund (ECF)            | –                  | 75,000         | (68,154)         | –         | 6,846               |
| NSAP                            | –                  | 94,900         | (60,650)         | (5,113)   | 29,137              |
| TNL                             | –                  | 10,000         | –                | –         | 10,000              |
| Essex Locality Fund             | –                  | 3,000          | (3,000)          | –         | –                   |
| British Science                 | –                  | 500            | (394)            | –         | 106                 |
| Greater Change                  | –                  | 1,425          | –                | –         | 1,425               |
| Safer Places                    | –                  | 15,000         | (7,500)          | –         | 7,500               |
| Operations Manager salary       | –                  | 33,000         | (33,000)         | –         | –                   |
|                                 | <u>131,469</u>     | <u>669,335</u> | <u>(531,685)</u> | <u>–</u>  | <u>269,119</u>      |

# CHES Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

Year ended 31 March 2020

|                                 | At 1 April<br>2019<br>£ | Income<br>£    | Expenditure<br>£ | Transfers<br>£ | At 31 March<br>2020<br>£ |
|---------------------------------|-------------------------|----------------|------------------|----------------|--------------------------|
| CRM & Accounting Software       | 336                     | —              | —                | —              | 336                      |
| Bedrooms                        | 2,000                   | —              | —                | —              | 2,000                    |
| Counsellors salary              | 1,422                   | 8,000          | (6,991)          | —              | 2,432                    |
| Meaningful Activity             | 286                     | —              | —                | —              | 286                      |
| Multiple Occupancy rent         | 469                     | —              | —                | —              | 469                      |
| General Christian Act           | 180                     | 20             | (180)            | —              | 20                       |
| CSCS Cards                      | 268                     | —              | —                | —              | 268                      |
| Christmas Lunches               | 359                     | —              | —                | —              | 359                      |
| New Accommodation Support       | 248                     | —              | —                | —              | 248                      |
| Waterproof Duvets               | 250                     | —              | —                | —              | 250                      |
| Client Incentives               | 630                     | —              | —                | —              | 630                      |
| Refurbishment 7-8 George Street | 10,000                  | 20,980         | (13,320)         | —              | 17,660                   |
| Maintenance Support             | 250                     | —              | —                | —              | 250                      |
| Essex Community                 | 800                     | —              | —                | —              | 800                      |
| ASDA quiz night                 | 322                     | —              | —                | —              | 322                      |
| Residents Training              | 6,080                   | —              | (4,677)          | —              | 1,403                    |
| Property Revaluation            | 24,900                  | —              | —                | —              | 24,900                   |
| Hub Appeal                      | —                       | 1,200          | —                | —              | 1,200                    |
| Kitchen Refurbishment           | —                       | 7,200          | —                | —              | 7,200                    |
| House Furnishings               | —                       | 300            | —                | —              | 300                      |
| Wingspan Training & PPE         | —                       | 112            | (345)            | 233            | —                        |
| Rough Sleeper Initiative        | —                       | 145,000        | (108,289)        | —              | 36,711                   |
| SELEP                           | —                       | 9,269          | (8,842)          | —              | 426                      |
| Winter Project                  | —                       | —              | (549)            | 549            | —                        |
| TENT Appeal                     | —                       | 550            | (564)            | 14             | —                        |
| CCG NHS Thurrock                | —                       | 40,000         | (7,125)          | —              | 32,875                   |
| Rock Choir Tickets              | —                       | 124            | —                | —              | 124                      |
| Operations Manager salary       | —                       | 33,000         | (33,000)         | —              | —                        |
|                                 | <u>48,800</u>           | <u>265,755</u> | <u>(183,882)</u> | <u>796</u>     | <u>131,469</u>           |

CRM & Accounting Software: represents funding received towards the integration of accounting and CRM software

Bedrooms: represents funding received towards the purchase of bedroom furniture.

Counsellors salary: represents funding received towards the Counsellors salary costs.

Meaningful Activity: represents funding received towards the support of service users.

Multiple Occupancy rent: represents funding received towards the support of service users.

General Christian Act: represents funding received towards the support of service users.

CSCS Cards: represents funding received towards the training of residents.

Christmas Lunches: represents funding received towards the support of service users.

New Accommodation Support: represents funding received towards the upkeep of the charity's properties.

Waterproof Duvets: represents funding received towards the purchase of waterproof duvets.

# **CHESS Homeless**

## **Company Limited by Guarantee**

### **Notes to the financial statements** *(continued)*

#### **Year ended 31 March 2021**

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Client incentives: represents funding received towards the support of service users.

Refurbishment 7-8 George Street: represents funding received towards the refurbishment of 7-8 George Street.

Maintenance Support: represents funding received towards the training of the maintenance staff.

Essex Community: represents funding received towards the upkeep of the charity's properties.

ASDA Quiz night: represents funding received towards quiz activities for the residents of the charity.

Residents Training: represents funding received towards the costs of training for residents.

Hub Appeal: represents funding received towards refurbishment of 200 New London Road.

Kitchen refurbishment: represents funding received towards the refurbishment project.

House Furnishings: represents funding received towards the refurbishment project.

Wingspan Training & PPE: represents funding received towards the purchase of PPE and training costs.

Rough Sleeper Initiative: represents funding received towards Rough Sleeper Initiative.

SELEP: represents funding received towards the refurbishment project.

Winter Project: represents funding received towards the annual Winter Project programme.

TENT Appeal: represents funding received towards the purchase of tents for rough sleepers.

CCG NHS Thurrock: represents funding received towards a mental health worker with counselling and therapy support

Rock Choir Tickets: represents funding received towards the Rock Choir show for the residents of the charity.

Operations Manager salary: represents funding received towards the cost of the Operations Manager's salary.

Active Essex Bikes: represents funding received towards the cost of the client bikes.

HSBC: represents funding received towards the cost of property refurbishment.

Nationwide Trust Grant: represents funding received towards the cost of property refurbishment.

Sulley Foundation: represents funding received towards the cost of new laptops.

Vinci Foundation: represents funding received towards the cost of new laptops.

National Lottery Community Fund: represents funding received towards the running costs of properties.

Net Covid Fund (ECF): represents funding received towards the cost of the renovation costs of move on properties during Covid-19.

NSAP: represents funding received towards the running costs of properties.

TNL: represents funding received towards the cost of a new car for support workers.

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

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Essex Locality Fund: represents funding received towards staff and security costs associated with Hodgkinson House.

British Science Grant: represents funding received towards the costs of the Support Spring Event.

Greater Change: represents funding received towards the support worker staff costs.

Safer Places: represents funding received towards the cost of the Safe Haven pilot project.

#### 23. Analysis of net assets between funds

##### Year ended 31 March 2021

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>Funds 2021<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,207,322                  | –                        | 1,207,322                |
| Current assets                | 252,850                    | 269,119                  | 521,969                  |
| Creditors less than 1 year    | (130,300)                  | –                        | (130,300)                |
| Creditors greater than 1 year | (402,259)                  | –                        | (402,259)                |
|                               | <u>927,613</u>             | <u>269,119</u>           | <u>1,196,732</u>         |

##### Year ended 31 March 2020

|                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total Funds<br>2020<br>£ |
|-------------------------------|----------------------------|--------------------------|--------------------------|
| Fixed assets                  | 1,204,515                  | –                        | 1,204,515                |
| Current assets                | 176,155                    | 131,469                  | 307,624                  |
| Creditors less than 1 year    | (77,938)                   | –                        | (77,938)                 |
| Creditors greater than 1 year | (440,120)                  | –                        | (440,120)                |
|                               | <u>862,612</u>             | <u>131,469</u>           | <u>994,081</u>           |

# CHESS Homeless

## Company Limited by Guarantee

### Notes to the financial statements *(continued)*

#### Year ended 31 March 2021

#### 24. Analysis of changes in net debt

|                           | At<br>1 April 2020<br>£ | Cash flows<br>£ | At<br>31 March 2021<br>£ |
|---------------------------|-------------------------|-----------------|--------------------------|
| Cash at bank and in hand  | 192,807                 | 189,183         | 381,990                  |
| Debt due within one year  | (17,119)                | (20,742)        | (17,861)                 |
| Debt due after one year   | (440,120)               | 37,861          | (402,259)                |
| Current asset investments | 91,421                  | —               | 91,421                   |
|                           | <u>(173,011)</u>        | <u>206,302</u>  | <u>33,291</u>            |

#### 25. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

|                                              | 2021<br>£     | 2020<br>£ |
|----------------------------------------------|---------------|-----------|
| Not later than 1 year                        | 39,696        | —         |
| Later than 1 year and not later than 5 years | 31,361        | —         |
|                                              | <u>71,057</u> | <u>—</u>  |

#### 26. Related parties

During the year £180 (2020: £2,590) of unrestricted donations income was received from two Trustees, and £14,847 (2020: £Nil) of expenditure was made to Birketts of which H Harbottle is also an Associate.

During the year the following transactions were undertaken with Wingspan Works, a related party of CHESS Homeless:

|                              | 2021<br>£ | 2020<br>£ |
|------------------------------|-----------|-----------|
| Recharge of expenditure      | —         | 47,020    |
| Repayment of recharges       | —         | 37,317    |
| Balance due before write off | —         | 131,917   |
| Write off of bad debt        | —         | 131,917   |