

Company registration number: 05355287

Charity registration number: 1110176

# Open Homes Nottingham

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2022

Community Accounting Plus  
Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

# **Open Homes Nottingham**

## **Contents**

Reference and Administrative Details	1
Trustees' Report	2 to 8
Independent Examiner's Report	9
Statement of Financial Activities	10 to 11
Balance Sheet	12
Notes to the Financial Statements	13 to 20

## **Open Homes Nottingham**

### **Reference and Administrative Details**

<b>Trustees</b>	Michael Davies, Chair Thomas Kite Mark Nightingale Sarah Dickin Ruth Holden
<b>Charity Registration Number</b>	1110176
<b>Company Registration Number</b>	05355287
<b>Registered Office</b>	Unity House 35 Church Street Lenton Nottingham Nottinghamshire NG7 2FF
<b>Independent Examiner</b>	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL
<b>Solicitors:</b>	Geldards LLP Number One Pride Place Pride Park Derby DE24 8QR
<b>Bankers</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

# **Open Homes Nottingham**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2022.

### **Trustees and officers**

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Michael Davies, Chair
	Thomas Kite
	Mark Nightingale
	Sarah Dickin
	Ruth Holden (appointed 11 November 2022)

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

#### ***Nature of governing document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 7 February 2005 and most recently amended 14 June 2021. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

#### ***Recruitment and appointment of trustees***

The trustees of Open Homes Nottingham, who are also directors for the purposes of company law, who served during the year were:

M Davies  
T Kite  
M Nightingale  
S Dickin  
R Holden

Trustees are appointed as and when seems fit according to the needs of the charity; names are proposed by the Project Manager and by Trustees and Members and are then approved by the Board.

#### ***Induction and training of trustees***

New trustees are supplied with a 'New Trustee's Pack' which includes:

- New trustee declaration;
- CC3: The Essential Trustee (online);
- Charity Governance Code;
- Open Homes Nottingham Memorandum and Articles of Association, Mission and Values Statement;
- Most recent Annual Report and Accounts (to end previous financial year);
- Minutes of latest board meeting.

The Board of Trustees, as the company's directors, are legally responsible for the overall management and control of the charity and meet at least four times a year.

The day to day running of the charity's projects is delegated to Project Leaders who are members of staff. Salary decisions are made by the Board of Trustees.

# **Open Homes Nottingham**

## **Trustees' Report**

### **Objectives and activities**

#### ***Objects and aims***

The objects for which the Company is established are:

(a) to relieve young people aged between 16-25 in the East Midlands who are in conditions of need, hardship and distress by reason of their social and economic circumstances and in particular but not exclusively by deploying human and material resources to provide appropriate relief and support to such persons.

#### ***Objectives, strategies and activities***

Our main activities in 2022 were the provision of accommodation to homeless young people aged 16-25 through our Nottingham Nightstop and Supported Lodgings schemes.

Nottingham Nightstop provides emergency overnight accommodation in the homes of approved volunteer hosts to young people at the point of becoming homeless.

Our Supported Lodgings project offers placements of up to 12 months in the homes of trained hosts, with support also being provided by our Supported Lodgings Worker to help the young person claim benefits, find work or education, and to learn independent living skills, such as budgeting, shopping and cooking. The Supported Lodgings Worker also helps the young person to access other support services where necessary and to look for long term accommodation.

#### ***Public benefit***

Equal access to our services is extremely important to us. We operate a robust equal opportunities policy and are committed to providing our services to all young people aged 16-25 without discrimination of any kind.

Open Homes Nottingham provides its services completely free of charge, and whilst most of our beneficiaries come from the Nottingham City area (since that is where the services are based), we do also support refugees, asylum seekers and economic migrants in the area.

The Nottingham Nightstop project specifically benefits homeless young people aged 16-25, because this is the age at which entrenched homelessness can most easily be prevented and anyone within those groups has the opportunity to benefit.

Where demand for our services exceeds our ability to supply, beneficiaries are selected on a combination of a priority need (adjudged by referring agencies) and first come first served basis, also taking into account what other options may be available to each person referred.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# **Open Homes Nottingham**

## **Trustees' Report**

### **Achievements and performance**

The Nottingham Nightstop service provides safe emergency overnight accommodation in the homes of trained volunteer host families to young people aged 16-25 who are at the point of becoming homeless. The scheme is able to house vulnerable young people for a few nights until more permanent accommodation can be found. Alongside the Nightstop service, Open Homes is committed to developing its Supported Lodgings service, where longer term mentoring is offered to the appropriate young people, lasting for at least 3 months, and often longer. As we worked through 2022, these services offered an improved holistic crisis support which is bespoke to individual need.

During the COVID pandemic of 2020/21, certain of our volunteers had stretched themselves to continue offering a service, whilst other volunteers had found themselves unable to continue providing a service through this period. Our aim in 2022 was to consolidate a sensible and sustainable service once again, by re-engaging all volunteers, and attempting to ensure that the workload was better balanced across all. Communications and events were designed to deliver against this aim, and as the year developed, the volunteer base was refreshed in its commitment as they helped to provide our core services. We remain incredibly grateful to the core of volunteers who enabled our services to continue through the incredibly challenging period of the COVID pandemic. We're pleased that we are now able to focus on re-building and extending the services.

Demand from Referral Agencies has continued to grow (as seen in our key statistics), and we're also finding that the 'move on' speed is slower (taking 10-12 weeks rather than 1-3 weeks) which means that young people are tending to remain with our services for longer. We continue to work very closely with Housing Aid, often helping them to manage the referrals process as we use a desk in their offices where we can work directly with the young people who might be suitable for an Open Homes service. Referral Agencies continue to experience enormous challenges with their own staffing and workflow, and the volunteers working with us are experiencing challenges due to increased costs as a result of the energy and cost of living crisis - these challenges are impacting the backdrop of our operation, and need to be considered as we plan for a thriving organisation.

2022 has been a year for change in both staffing and the way the organization works with regards to processes, data storage, procedure and policy. There have been many challenges presented especially in the first 6 months of 2022, in identifying what works well and what needs significant change and improvement. Our administrative processes were in need of a major overhaul, which is now well under way, with the highest priority items being targeted for change at the start of 2022. This work has led to vastly improved operational processes that allow us to be far more efficient, and make us easier to work with, particularly for referral agencies. Ultimately, and most importantly, these efficiencies and changes have impacted our service users, which has been reflected in the excellent feedback we continue to receive from those that use our service.

Following the staff reorganisation of November 2021, we carried something of a risk into 2022, with only one member of staff continuing from the previous organisation - the newly appointed Project Lead - and with one newly recruited Operations Manager, who brought a lot of IT skill and process management experience with them, though had only volunteer experience with our organisation. Staffing needed to be a strategic priority in 2022 - ensuring that we had a sustainable staff team who could effectively deliver our core services. The Board were also aware that there would be a high level of pressure on few individuals until we were able to recruit and train into the vacancies, and we wanted to ensure that the key lead staff were well supported during this challenging phase. The staffing challenge of 2022 was well met, and though there were some wrinkles along the way, we ended the year with a strong and new staff team. Some of the roles designed in the reorg of 2021 needed to be re-shaped (as is usual) and the shape of the organisation is now appropriate for our needs. We currently have only one Support Worker vacancy that needs recruitment. The staff team enter 2023 strong, and ready for growth.

# **Open Homes Nottingham**

## **Trustees' Report**

Financially, the charity remains in a strong position at the end of 2022. We now have a dedicated fundraiser working on staff who has been able to concentrate efforts not only on existing funders but due to their specific experience have applied for greater bids with larger organisations including the National Lottery and Boots. We have already managed to achieve some significant grants as a result of our fundraiser's efforts. The Big Give's Christmas campaign is an annual high point in our fundraising with local individual donors and churches supporting us strongly. The Project Lead has also enabled the organization to build better and more robust relationships with a large and diverse set of churches across Nottingham, which also leads to improved regular financial support. This improved fundraising activity will allow us to continue to roll out our planned growth in our services with confidence.

In terms of project delivery updates, it's worth highlighting that in 2022 we provided support for the following numbers of young people, who were referred to Open Homes from our existing referral agencies (Housing Aid; Nottingham City Social Services; Refugee Forum; Gedling Borough Council; Broxtowe Youth Homeslessness; Redthread). And through ongoing networking and showcasing of our services we have actually doubled our referral agencies in 2022, as many more were added (Citizens Advice; Women's Aid; Police; Centrepont; Futures and Safe Families; Albert Kennedy Trust)

### **NIGHTSTOP and SUPPORTED LODGINGS**

Service Summary: 299 bednights (129 in 2021) for 64 young people (24 in 2021)  
3 young people on Supported Lodgings

#### **Case Study:**

Karim an 18-year-old young man initially came into contact with Open Homes Nottingham after reading about us on our website and hearing about us through his brother, who we had helped house previously. At this stage he had spent 12-nights either sleeping on friend's sofas, on a park bench, or on the floor of a mosque in Hyson Green. He had been in the same clothes across this time period, had not had opportunity to shower, and was riding buses to keep warm. He had been kicked out by his uncle, as his uncle was no longer willing to house him once he stopped receiving child-benefit. He had a worker at the Nottingham Refugee Forum who was able to provide a referral.

He was housed by Nottingham Nightstop until he was accepted into the Winter Shelter operated by Emmanuel House. During this period, Nottingham Nightstop was able to supply him with some new clothes as he came with nothing other than what he was wearing.

When a Nightstop Host heard that the young person was unhappy and struggling with college during his stay at the Winter Shelter, Open Homes Nottingham got back involved in his case trying to coordinate Nottingham Arimathea, the Notts Refugee Forum and Emmanuel House to come to an arrangement that would be in the young person's best interests. We wanted to enable him to thrive at college with some stability and his own space, in the interim period before more permanent suitable accommodation could be found for him.

He stayed on Nottingham Nightstop again until he started a Supported Lodgings placement. Open Homes Nottingham helped him to pick up his belongings (including some of his college work) from his uncle's. He settled quickly and was able to attend college. He now has weekly support meetings with the Open Homes support worker and a support plan in place.

Since then, this young person has been able to access student accommodation and is able to continue to study for his GCSE's.

## **Open Homes Nottingham**

### **Trustees' Report**

#### **Case Study:**

Neela was a 19-year-old student to whom we provided emergency accommodation, and crisis support. She was chatting to a boy on social media to which her father found out and threatened that he would send her to Pakistan to marry one of her first cousins (forced marriage). Neela father had become very controlling and abusive. Open Homes received a call from the Police to see if we could help, support worker linked her to different support services and maintained that contact in what was a very fast-moving situation.

The Police stayed in contact while Open Homes provided emergency accommodation and crisis support. The young woman was advised by Open Homes support worker to contact housing aid, where she would be assessed for housing and for further support from Women's Aid. The Open Homes support worker liaised with the host, the Police, Housing Aid and Women's Aid throughout the week.

Issues of the young woman's safety began to arise which required an immediate response. Her father had access to her bank account, so she was advised by the Open Homes support worker to contact the bank and remove his access. He also had access to her college account and had deleted her work as an attempt to keep control over his daughter. The college was contacted to see if they could recover the lost work. She also took steps to ensure her online safety and removed locations features on her phone. She had a friend who in the day would screen her calls as the father was using people she knew to find out where she was. Open Homes main priority was to keep her safe, we organised for the police to visit and interview Neela which led to them retrieving her passport and ID from the family home safely. We ensured that all agencies were kept informed of any developments and to check on her 'move on' status.

Within five days she was rehoused at a refuge in Wolverhampton by Women's Aid and has started her new independent life without fear of abuse.

We continue to be deeply grateful for our dedicated team of volunteer hosts and drivers, without whom none of this would be possible, and have been amazed and humbled by their tireless commitment to continuing to support homeless young people over this year despite the risks and challenges.



# **Open Homes Nottingham**

## **Trustees' Report**

### **Financial review**

In November 2021, the organisation review process concluded that we should increase staff from 1.6FTE up to 3.6FTE, with the additional staff being added through 2022, in such a way that the staffing costs would move from a total of £39.3k in 2021, up to a total (full-year) cost of £81.7k in 2022. The budget at the beginning of 2022 assumed that we would phase the additional staff across the year, providing many further review points, and that we would use surplus unrestricted funds to pay for the additional staff costs in the short term (2022-2023), though we would need to increase income to match the increased staffing expenditure by 2024. As a Board, we are pleased to report that the financial planning related to this organisational review has proved to be sound, and that we have confidence that the additional services we can provide as a result of the revised organisation, will enable us to attract further income and investment to achieve our core charitable objectives.

We are grateful for all the generous organisations providing support this year to Open Homes:

The 29th May 1961 Charitable Trust; The Albert Hunt Trust; The Catholic Diocese of Nottingham; The Chetwode Foundation; Cornerstone Church Nottingham; Comfort Lettings; European Metal Recycling Ltd; Grace Church; Heart Church; The Jesse Spencer Trust; J.N. Derbyshire Trust; The Jones 1986 Charitable Trust; Kimberley Neighbourhood Church; The Mary Robertson Trust; Sherwood Forest Community Church; St Nic's Church; The Thomas Farr Charity; Trent Vineyard Church; Winifred Eileen Kemp Trust.

We are also deeply thankful to all our committed individual donors and those who have so generously donated through the Big Give Christmas Challenge.

### ***Policy on reserves***

The Trustees have determined that the appropriate level of free reserves which are not invested in tangible fixed assets should be equivalent to three months of the charity's total unrestricted expenditure plus an estimate of closure costs, i.e. approximately £15,000.

### ***Major risks and management of those risks***

#### ***Risk management***

We are dependent on non-statutory funding and need constantly to be looking at fundraising to have enough funds to keep the service running.

# Open Homes Nottingham

## Trustees' Report

### Statement of Responsibilities

The trustees (who are also the directors of Open Homes Nottingham 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), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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 its 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

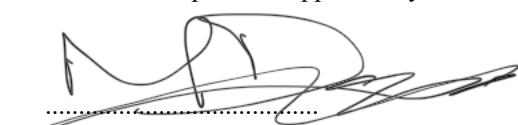
The trustees are responsible for keeping proper accounting records that can disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 21/08/23 and signed on its behalf by:



Michael Davies  
Trustee

## Open Homes Nottingham

### Independent Examiner's Report to the trustees of Open Homes Nottingham ('the Company')

#### Independent examiner's report to the trustees of Open Homes Nottingham ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

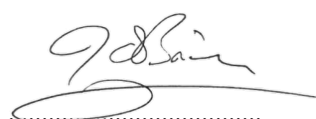
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date: 21/08/23

## Open Homes Nottingham

### Statement of Financial Activities for the Year Ended 31 December 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	22,972	-	22,972	36,876
Charitable activities	3	-	21,500	21,500	43,744
Investment income	5	149	-	149	5
Total Income		<u>23,121</u>	<u>21,500</u>	<u>44,621</u>	<u>80,625</u>
<b>Expenditure on:</b>					
Charitable activities	6	<u>(41,277)</u>	<u>(18,103)</u>	<u>(59,380)</u>	<u>(50,156)</u>
Total Expenditure		<u>(41,277)</u>	<u>(18,103)</u>	<u>(59,380)</u>	<u>(50,156)</u>
Net (expenditure)/income		<u>(18,156)</u>	<u>3,397</u>	<u>(14,759)</u>	<u>30,469</u>
Net movement in funds		(18,156)	3,397	(14,759)	30,469
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>50,916</u>	<u>16,018</u>	<u>66,934</u>	<u>36,465</u>
Total funds carried forward	18	<u><u>32,760</u></u>	<u><u>19,415</u></u>	<u><u>52,175</u></u>	<u><u>66,934</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 18.

The notes on pages 13 to 20 form an integral part of these financial statements.

## Open Homes Nottingham

### Statement of Financial Activities for the Year Ended 31 December 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	36,876	-	36,876
Charitable activities	3	-	43,744	43,744
Investment income	5	5	-	5
Total income		<u>36,881</u>	<u>43,744</u>	<u>80,625</u>
<b>Expenditure on:</b>				
Charitable activities	6	<u>(14,975)</u>	<u>(35,181)</u>	<u>(50,156)</u>
Total expenditure		<u>(14,975)</u>	<u>(35,181)</u>	<u>(50,156)</u>
Net income		<u>21,906</u>	<u>8,563</u>	<u>30,469</u>
Net movement in funds		21,906	8,563	30,469
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>29,010</u>	<u>7,455</u>	<u>36,465</u>
Total funds carried forward	18	<u><u>50,916</u></u>	<u><u>16,018</u></u>	<u><u>66,934</u></u>

The notes on pages 13 to 20 form an integral part of these financial statements.

## Open Homes Nottingham

(Registration number: 05355287)

### Balance Sheet as at 31 December 2022

	Note	2022 £	2021 £
<b>Current assets</b>			
Debtors	9	2,959	-
Cash at bank and in hand	10	<u>50,394</u>	<u>67,931</u>
		53,353	67,931
<b>Creditors: Amounts falling due within one year</b>	11	<u>(1,178)</u>	<u>(997)</u>
<b>Net assets</b>		<u>52,175</u>	<u>66,934</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	18	19,415	16,018
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>32,760</u>	<u>50,916</u>
<b>Total funds</b>	18	<u>52,175</u>	<u>66,934</u>

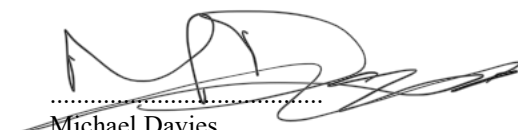
For the financial year ending 31 December 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 10 to 20 were approved by the trustees, and authorised for issue on 21/08/23.. and signed on their behalf by:

  
.....  
Michael Davies  
Trustee

The notes on pages 13 to 20 form an integral part of these financial statements.

# **Open Homes Nottingham**

## **Notes to the Financial Statements for the Year Ended 31 December 2022**

### **1 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

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 (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **Basis of preparation**

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

#### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

#### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **Open Homes Nottingham**

### **Notes to the Financial Statements for the Year Ended 31 December 2022**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

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

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

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

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.



# Open Homes Nottingham

## Notes to the Financial Statements for the Year Ended 31 December 2022

### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

### 2 Income from donations and legacies

	Unrestricted		
	General	Total	Total
	£	2022	2021
		£	£
Donations and legacies;			
Donations from companies, trusts and similar proceeds	22,844	22,844	35,982
Gift aid reclaimed	-	-	894
Grants & donations			
Government grants	128	128	-
	<u>22,972</u>	<u>22,972</u>	<u>36,876</u>

### 3 Income from charitable activities

	Restricted funds	Total	Total
	£	2022	2021
		£	£
Grants & donations	21,500	21,500	43,744

### 4 Grants & donations

	Unrestricted funds	Restricted funds	Total
	£	£	£
HMRC SSP grant	128	-	128
Big Give Christmas Challenge	15,085	-	15,085
Sundry grants & donations	7,759	-	7,759
National Lottery Community Fund	-	10,000	10,000
The 29th May 1961 Charity	-	5,000	5,000
The Chetwode Foundation	-	1,500	1,500
The Thomas Farr Charity	-	5,000	5,000
	<u>22,972</u>	<u>21,500</u>	<u>44,472</u>

## Open Homes Nottingham

### Notes to the Financial Statements for the Year Ended 31 December 2022

#### 5 Investment income

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	149	149	5

#### 6 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Bank charges	31	50	81	96
Fundraising	119	-	119	-
Communications & website	57	77	134	410
Insurance	1,437	1,531	2,968	3,119
IT costs	1,602	932	2,534	2,156
Legal & professional fees	900	506	1,406	1,196
Office & general administrative expenditures	42	-	42	264
Office rent	1,250	-	1,250	750
Staff training, travel & expenses	133	15	148	141
Subscriptions	279	-	279	591
Board meetings	6	-	6	-
Young Persons	-	359	359	331
Volunteer expenses	296	5	301	40
Wages, NI & pension	35,125	14,628	49,753	40,860
Recruitment	-	-	-	202
	41,277	18,103	59,380	50,156

## Open Homes Nottingham

### Notes to the Financial Statements for the Year Ended 31 December 2022

#### 7 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
<b>Staff costs during the year were:</b>		
Wages and salaries	48,894	39,743
Pension costs	859	1,117
	<u>49,753</u>	<u>40,860</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2022 No	2021 No
Average number of employees	<u>4</u>	<u>3</u>

2 (2021 - 1) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £859 (2021 - £1,117).

No employee received emoluments of more than £60,000 during the year.

#### 8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

In the opinion of the trustees they are the only key management personnel of the Charitable Company.

#### 9 Debtors

	2022 £	2021 £
Prepayments	<u>2,959</u>	<u>-</u>

#### 10 Cash and cash equivalents

	2022 £	2021 £
Cash on hand	57	57
Cash at bank	<u>50,337</u>	<u>67,874</u>
	<u>50,394</u>	<u>67,931</u>

## Open Homes Nottingham

### Notes to the Financial Statements for the Year Ended 31 December 2022

#### 11 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	256	-
Accruals	922	997
	<u>1,178</u>	<u>997</u>

#### 12 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### 13 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2022 £	2021 £
Independent examination	485	470
	<u>485</u>	<u>470</u>

#### 14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 15 Related party transactions

There were no related party transactions in the year.

#### 16 Benefits in kind

Open Homes thanks Switch Utilities Limited for supplying the landline services and on-call mobile number without cost in continued logistical support.

# Open Homes Nottingham

## Notes to the Financial Statements for the Year Ended 31 December 2022

### 17 Analysis of net assets between funds

	Unrestricted		2022
	General £	Restricted £	Total funds £
Current assets	33,938	19,415	53,353
Current liabilities	(1,178)	-	(1,178)
Total net assets	<u>32,760</u>	<u>19,415</u>	<u>52,175</u>
	Unrestricted		2021
	General £	Restricted £	Total funds £
Current assets	51,913	16,018	67,931
Current liabilities	(997)	-	(997)
Total net assets	<u>50,916</u>	<u>16,018</u>	<u>66,934</u>

### 18 Funds

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Balance at 31 December 2022 £
<b>Unrestricted funds</b>				
<i>General</i>				
General fund	50,916	23,121	(41,277)	32,760
<b>Restricted funds</b>				
Supported Lodgings & Nottingham Nightstop (various grants)	13,474	6,500	(17,834)	2,140
Website	2,544	-	-	2,544
Supported Lodgings & Nottingham Nightstop (Lottery)	-	10,000	(269)	9,731
Core costs & salaries (Thomas Farr)	-	5,000	-	5,000
<b>Total restricted funds</b>	<u>16,018</u>	<u>21,500</u>	<u>(18,103)</u>	<u>19,415</u>
<b>Total funds</b>	<u>66,934</u>	<u>44,621</u>	<u>(59,380)</u>	<u>52,175</u>

## Open Homes Nottingham

### Notes to the Financial Statements for the Year Ended 31 December 2022

The specific purposes for which the funds are to be applied are as follows:

Nottingham Nightstop provides emergency accommodation for homeless young people aged 16-25 in the homes of approved volunteer hosts. It also has a team of volunteer drivers who transport the young people to their placements.

The Supported Lodgings scheme provides accommodation for homeless young people aged 16-25 in the homes of approved hosts. This accommodation can be provided from 1 month up to 2 years, depending on need and the host's availability. The young person is offered support both from the host and an Open Homes Worker, who will also support them to find appropriate move-on accommodation.

Website - funding from Nightstop UK towards website construction, visuals for print and social media, brand guidelines.

*These are the figures for the previous accounting period and are included for comparative purposes*

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
<b>Unrestricted funds</b>				
<i>General</i>				
General fund	29,010	36,881	(14,975)	50,916
<b>Restricted</b>				
Supported Lodgings & Nottingham Nightstop (various grants)	7,455	41,200	(35,181)	13,474
Website	-	2,544	-	2,544
<b>Total restricted funds</b>	<u>7,455</u>	<u>43,744</u>	<u>(35,181)</u>	<u>16,018</u>
<b>Total funds</b>	<u><u>36,465</u></u>	<u><u>80,625</u></u>	<u><u>(50,156)</u></u>	<u><u>66,934</u></u>