

HAWKSPRING

England & Wales · Charity number 1120320

Details

Other names	HARTCLIFFE AND WITHYWOOD KICK START, HARTCLIFFE AND WITHYWOOD'S DRUG AND ALCOHOL SERVICE
Status	Registered
Legal form	Charitable company
Company number	05138449
Registered	2007-07-27
Register	View on the Charity Commission register

Contact

Address @Symes Community Building
Peterson Avenue
Hartcliffe
Bristol
BS13 0BE

Phone 01179642859

Email info@hawkspring.org.uk

Website www.hawkspring.org.uk

Activities

Objects: 3.1 TO ADVANCE THE EDUCATION OF THE PUBLIC, PARTICULARLY YOUNG PEOPLE AND THEIR FAMILIES, ABOUT ALL MATTERS RELATING TO DRUGS, ALCOHOL AND OTHER SUBSTANCE MISUSE.3.2 TO PRESERVE THE GOOD MENTAL HEALTH OF RELATIVES AND CARERS OF PEOPLE WHO MISUSE DRUGS, ALCOHOL AND OTHER SUBSTANCES BY THE PROVISION OF INFORMATION AND SUPPORT.3.3 TO RELIEVE SICKNESS AND DISTRESS AMONGST PERSONS WHO ARE DEPENDANT ON DRUGS, ALCOHOL AND OTHER SUBSTANCES BY SUPPORTING THE REHABILITATION OF SUCH POWERS.

Activities: To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse. To relieve sickness and distress amongst persons who are dependent on drugs or alcohol by supporting their rehabilitation. To preserve the good mental health of their relatives and carers by the provision of information and support.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Economic/community Development/employment
- **Who:** Children/young People, The General Public/mankind

Geography

- **Area of benefit:** BRISTOL
- Bristol City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£272,458	£253,539	-	-
2024-03-31	£234,958	£242,413	-	-
2023-03-31	£274,149	£317,910	-	-
2022-03-31	£311,357	£285,811	-	-
2021-03-31	£364,124	£289,764	-	-

Trustees

Name	Role	Appointed
KATIE HIPKISS		2017-01-11
LOUISE CHARLTON		2022-07-26
Mark Royston Brain		2015-07-22
Patricia Willis		2021-11-17
TERRY WRIGHT		2013-10-15

HAWKSPRING

England & Wales - Charity number 1120320

Accounts



Supporting drug and
alcohol recovery

www.hawkspring.org.uk

Trustees' Report and Financial Statements for the year ended 31st March 2025

Charity number 1120320
Company Number 05138449

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Peterson Avenue, Hartcliffe
Bristol BS13 0BE

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Registered Company no: 5138449 Registered Charity no: 1120320

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements of Hawkspring for the year ended 31st March 2025.

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Reference and Administrative Information

Charity Name:	Hawkspring
Charity Registration Number:	1120320
Company Registration Number:	5138449
Registered Office /Operational address:	@symes Community Building, Peterson Avenue, Hartcliffe, Bristol BS13 0BE

Trustees 2024-25:

Patricia Willis (Chair)
Terry Wright (Vice Chair)
Katie Hipkiss
Mark Brain
Louise Charlton
Derek Pickup (resigned 1st December 2024)

Structure, Governance & Management

Governing Document

The organisation is a registered charity and a company limited by guarantee. Established in 2002, it was incorporated on 26th May 2004 and registered as a charity on 27th July 2007. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed under its Articles of Association. These were updated in November 2013 to reflect the current purposes of the organisation, in agreement with the Charity commission and Companies House.

The trustees of the Charity, who are also the Directors of the Company for the purposes of Company Law, exercise all the powers of the Charity and Company. The Board of Trustees meets monthly and is responsible for the strategic direction and policy of the charity. They delegate responsibility for the day to day running of the charity to the Chief Executive Officer, Chloe Duff.

Recruitment and Appointment of Trustees

Under the articles one-third of the members of the board retire from office each year by rotation and are eligible for re-election. The composition of the board is such that it seeks to ensure that the needs of its client group are appropriately reflected through the diversity of those appointed. The board seeks to ensure the right set of appropriate skills and knowledge required to take the organisation through its next phase of development. In order to maintain this broad mix of experience and skills the board undertakes a regular skills audit and potential trustees are identified and invited to offer themselves for appointment.

Objects and Activities

Charitable Objects

- To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse.
- To preserve the good mental health of relatives and carers of the people who misuse drugs, alcohol and other substances by the provision of information and support.
- To relieve sickness and distress amongst persons who are dependent on drugs, alcohol and other substances by supporting the rehabilitation of such persons.

Our values

- Innovation: We maintain a cutting-edge approach to our service delivery.
- Client-centred: We offer flexible services that provide choice and ease of access.
- Quality: We use evidence-based models of treatment.
- Engagement: We involve service users, the community and our partners, and use their feedback to develop our services.

How our activities deliver public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The public benefit provided by the charity is detailed below, with specific outcomes listed in the section "Achievements and Performance".

About Hawkspring

Hawkspring is a registered charity and company limited by guarantee. We are a community rooted organisation based in Hartcliffe, South Bristol, an area that is within the worst 5% of deprivation in England and Wales. Hawkspring (originally Hawks) was established in Bristol in 2002 to address the needs of people affected by substance misuse and addiction within the family and community. It was born out of a community need and started by local residents who were concerned about addiction within their families and community. Our work with vulnerable children began after local police on drug raids, were appalled by the neglectful conditions young children were living in. At that time there was nowhere for local families to turn to for support. In 2013, Hawks merged with Kwads, another South Bristol charity and changed its name to Hawkspring. The merger gave rise to our unique whole family approach and over the last 7 years we have developed that model with impressive results.

Our clients are the true hidden harm of substance misuse and our work combines prevention, treatment and education for people aged 5 to pensioners. These families are often leading chaotic lives and they face complex issues in addition to the addiction in their homes and in their communities: carers struggle in isolation and children feel alone, afraid and stigmatised. Individuals misusing come to us in crisis.

They have complex issues including mental ill-health, debt and food poverty. Through our accessible local services, we aim to lessen the negative impact of drug and alcohol misuse on vulnerable individuals, families and the community. We are the only service in Bristol offering specialist support of this kind to primary school aged children.

What we aim to achieve

To create communities where people live free from the damage caused by drugs and alcohol misuse, and are leading fulfilling, healthy lives.

We seek to make a difference to the community by:

- Reducing the negative impact of drugs and alcohol on families;
- Relieve the sickness and distress caused by substance misuse;
- Tackle the stigma and discrimination these families and community experience;
- Encourage families and friends to believe that they can change their lives and the lives of their loved ones for the better.

We also support professionals, providing them with information and advice. We give talks and presentations, raising awareness of our work, and creating joint referral systems.

Our response to local issues and needs

We operate services from the @symes Community Building in a busy shopping area in Hartcliffe. 87% of our clients come from the South Bristol wards of Hartcliffe and Withywood, Filwood and Knowle, Hengrove and Whitchurch Park, an area with a population of around 70,000.

Bristol City Council's 2019 report 'Deprivation in Bristol' identifies that the 10 most deprived neighbourhoods in Bristol are all in the South Bristol areas of Hartcliffe, Whitchurch Park and Knowle West. The 'State of Bristol' 2018/19 report, highlights the disparities across the city, including life expectancy. Our marginalised community suffers from chronic social problems and challenges, many of the issues are inter-generational, leading to a sense of hopelessness and stigmatisation:

- 1 in 3 has no qualifications;
- Social housing accounts for two thirds of provision;
- Child poverty is the highest in Bristol;
- Heart disease, stroke and cancer rates are higher than city averages as is child mental ill health;
- Substance misuse and associated crime is a significant problem for the area – negatively impacting on community cohesion, safety and economic development.
- People tend not to travel out of their community and many children have never visited the centre of the city they live in.

Since the pandemic, conditions in the local area have further deteriorated, with the cost of living crisis seriously impacting our local community and clients. The need and demand for resources in the area is constantly increasing, with available resources decreasing. We are seeing increased social issues such as antisocial behaviour, mental illness, and the need for foodbanks. Demand for our recovery and children's services has rapidly increased over the last year.

Our pioneering 'whole family approach' was born out of our understanding of our community and our clients; the challenges they face and the solutions that work for them. With their feedback and involvement, we have continued to improve our services enabling us to bring about positive changes in their lives. We take a holistic approach proven to facilitate recovery, prevent relapses, and improve family relationships, support carers and other family members, including children.

We are increasingly within a rare breed of organisations which provide intensive and long-term support. We also are adaptable and flexible, putting the individual at the heart of what we do. It is this approach, together with intensive support via our structured 1:1s, that enables us to achieve what we do.

In February 2018, we entered a specific partnership with a larger regional charity to provide a conjoined recovery project in South Bristol. The partnering contract was signed in August 2018 and 4 Hawkspring staff were recruited between October 2018 and January 2019. This partnership came to an end in January 2025. We are now delighted to be working on plans for the implementation of new commissioned drug and alcohol partnership which will come into action on the 1st April 2025. This is an exciting new collaboration of small and large organisations of which we are a part.

Achievements and Performance

Hawkspring Services Overview and Updates

We continue to offer our three main programmes of support for three categories of client - Recovery Clients, Concerned Others and Children and Young People. We have expanded our services within these client groups, in response to needs we identified within some of our client groups.

We have been working on expanding and improving the availability of training programmes for professionals, which we will be advertising on Eventbrite and through VOSCUR in the new financial year.

Recovery Services

Recovery One-to-One Programme: our main recovery service is a 12-week one-to-one therapeutic programme, following an established, structured programme of weekly sessions. For each of the sessions we have many different ways we can deliver that session, and we choose the most appropriate method of delivery depending on the needs of the individual client. The programme is structured over the 12 sessions but is flexible and is very much tailored to meet the needs of the individual.

Crisis Intervention: our practitioners offer three, one to one crisis intervention sessions for clients on the waiting list who are identified as being highest risk. These sessions are to help clients prevent things spiralling, by helping people to address issues as they arise, whether this be by making appropriate referrals, signposting or helping them access medical or mental health support where needed.

Kick Start Group: regular drop in meetings offering a chance for discussion and support for any client as soon as they are referred into the service.

Creative Connections: following a similar programme of topics as the recovery programme, but delivery designed for people who have different styles of learning, using creative arts and crafts to help people access information and understand concepts and ideas in practical ways.

Peer Support Group: facilitating peers to support clients who are earlier in their recovery journey. The support of peers is a valuable addition to other services, provides the opportunity for connection, shared insight, and building supportive networks with people who have experienced similar issues.

Waiting List: we offer weekly drop-in sessions and check-in calls for people who are on the waiting list. This is an effective way of ensuring that people who have made the big step of seeking help, do not lose momentum between initial contact with Hawkspring and being offered a place on the one-to-one recovery programme. People are now able to access support and information from Hawkspring without delay, even whilst on the waiting list. All clients on the waiting list are offered a fortnightly 20 minute check in call from a practitioner.

SMART Recovery Group: we are now running an in person SMART Recovery Group weekly. This is run in the evening, which makes it accessible for people who may be working. Hawkspring is licenced to deliver SMART Recovery via UK SMART Recovery (UKSR) which *"teaches rational, easy to learn and self-empowering skills to help participants abstain from any addictive behaviour and to develop a lifestyle that supports sustained recovery."*

Juicing Workshops: Our senior adult practitioner designed and delivered juicing workshops. These fun and interactive workshops are designed to educate people about including highly nutritious vegetables and fruits into their diets in an accessible way. Many of our clients, particularly recovery clients, survive on very little nutritional food, with many likely to be under-nourished and low on essential vitamins, minerals and nutrients, to the detriment of their health and wellbeing.

Concerned Others Services

Concerned others can take up to 7 years to seek help. They present with mental and physical ill health and are traumatised; their lives often controlled by the addict in their home. The service provides 1:1 support and an educational/therapeutic peer support groups aimed at any family members with a loved one who is misusing drugs or alcohol. We improve their self-confidence, wellbeing, knowledge, awareness and understanding of substance misuse to improve their resilience and ability to cope, thereby improving their capacity to protect other family members.

Concerned Others Group: a supportive group for adults who are affected by a loved one's substance/alcohol misuse or addiction issues. This programme is designed to provide clients with increased knowledge and understanding of addiction and misuse, to develop healthy coping mechanisms, and to help people find ways to protect themselves, their families, and to support their loved one in their recovery in constructive ways, and to help people recognise if they could inadvertently enable their loved one's addiction or misuse issues, where they may just be trying to look after them.

Combined Freedom Programme: our Senior Adults Practitioner developed a group programme for women who are impacted by domestic abuse, and as this is something which so often is connected with alcohol and substance misuse and addiction, we have combined our alcohol and substance education programme with the freedom programme, into one dedicated group for women who are in such situations. By offering this unique and combined programme, we are able to deepen our support and impact, reaching more people.

Children and Young People Services

We support children aged between 5 and 13 years old. Our structured programme of 1:1 sessions are delivered within the safety of the child's school. The young people are vulnerable, living with the adverse impact of drug and alcohol addiction at home; they are at risk of being drawn into addiction or used to distribute drugs.

Children and Young People One-to-One Programme: we provide a targeted one-to-one therapeutic support programme for children and young people who are experiencing parental substance or alcohol misuse. Through this programme, we build trusting relationships with the children and young people and provide a safe environment for them to tell their stories. We help them to learn techniques to cope, deal

with the complex emotions of their situation and to gain awareness of addiction and its effects as a whole. We help to break the cycle of addiction, working to improve their self-esteem and their chances to achieve their full potential.

Our programmes have been tailored to the children we support, through many years of experience and learning. We understand that the more people who trust and believe in the children we work with, the less likely they are to themselves go on to become alcohol/substance misusers, or get drawn into crime and gangs. This type of support helps to counter the fact that the more trauma and abuse they have suffered, the more likely they are to go down this path.

The one-to-one sessions comprise of a series of topics, but we can be flexible with the delivery, providing a more organic process depending on the young person.

Summer Activities and Christmas Trip: We ran a summer holiday club again this year, with weekly sessions of crafts and physical activities for some of the children who have been through our one-to-one therapeutic support programme. This offered children the chance to maintain contact with us through the long summer holiday, which is important to them when their home lives are difficult. At Christmas we provided some of the children and young people with small gifts which were donated, and took a group of children on a Christmas trip.

Training Programmes for Professionals

We have developed a training programme aimed at teachers who are working with families negatively impacted by substance misuse during the pandemic. The programme came about through a request for help from a headteacher of a local primary school who predicts that between 15% and 20% of the children in her school are living with some kind of parental or familial substance misuse. We believe these percentages are similar across the board and this is not an isolated situation. The pilot was a huge success and we now offer this training to schools.

Due to interest and demand we have adapted the programme and will be providing training to other professionals and organisations who work with people with substance misuse issues. For small organisations and charities like ours we are looking into setting up training swaps to help make good use of limited resources, and for larger organisations and professional bodies we will charge a fee for the training which will help generate income to feed back into Hawkspring services.

We were successful in a grant to develop and deliver our training programme for community groups and hard to reach communities in Bristol. We started working on the development and updating of the training which will be rolled out in the next financial year.

Horizons Partnership

We entered in on a joint bid with other Bristol based and national drug and alcohol services as part of the Bristol Drug and Alcohol recommissioning process which was successful. We have been working closely with our partner organisations on planning for the start of the new contract in April 2025. This is a really positive step for Bristol and the community we serve in the South. Under the new services, there will be many more services available for clients in the south and there is really meaningful and positive partnership working happening between all organisations involved.

Client Feedback

We actively seek client feedback which we collaborate and review. This feeds into our ongoing efforts to improve our services and ensure we are always meeting the needs of the people with whom we are working, so far as possible. This approach directly led to the creation and implementation of some of our additional services.

“In my opinion that Hawkspring is a fantastic support for those in need. The support I have received has been outstanding and turned my life around for the better. They have helped me understand why and how I fell into the cycle of addiction and how to make the changes I needed to beat the addictions. They’ve never judged and always listened and when going through the tough journey has always checked in to give that extra support if needed. I wouldn’t be where I am without this programme and can never thank the team enough” – Adult Client

“Hawkspring’s help and support is fundamental in my journey to maintain my sobriety” – Adult Client

“I found Hawkspring very good and useful and helpful and informative” – Adult Client

“Thank you for telephoning me last Thursday. I missed your call because I had drank alcohol in the morning. Thank you for checking in with me again. When I don’t pick up the telephone, it helps me know that somebody is ringing and is interested in how I’m doing” – Adult Client

“I really appreciate you calling me today. I was lying in bed and doomscrolling. I didn’t see the point in getting up. Now, after speaking with you, I am sitting up and am already planning what I’m going to do today. I don’t think you realize how much these calls help me” – Adult Client

“You have helped me realise that I was a domestic abuse victim, I have left him now as it became domestic violence” - Adult Client

“I can't thank Hawkspring enough and would recommend them highly to anybody who was or has been in the same situation that I was. Not only did they help my family, including my two boys, with counselling to help them with my addiction problems and me being absent from their lives for many years because of the domestic abusive relationship that I was in, they also helped me to finally escape and get away from my extremely abusive ex-partner by referring me to Next Link and being placed into a safe house. I have been attending the Freedom Programme course which has helped me to understand and come to terms with the abuse that I suffered. I'm now on a waiting list so that I can receive the counselling that I need to deal with the trauma that was caused by my abusive relationship. Overall it was the support and help that myself and my family received from Hawkspring that has given me the chance to rebuild all of our lives together. I will always be forever grateful to Hawkspring.” – Adult Client

“Jane, I have been thinking about it. Are you going to have children? Because I think you would make a really good mum because you sort everything out” – Children and Young People Client

What Next

The new Horizons partnership will go live at the beginning of April 2025 offering a whole range of services in the south which have traditionally only been available centrally. We will be taking on new staff under this project meaning we can increase our offering and capacity. Working closely with other drug and alcohol services under this new model will mean much closer partnership working, sharing of best practice and a citywide system which better meets the needs of the clients we serve.

We will be rolling out our training programme to community groups, professional and hard to reach communities across Bristol, helping to educate people on issues around substance use, tackle stigma and misconceptions and help people better support those impacted by substance use.

Financial Review

The charity recorded a deficit on unrestricted undesignated funds during the year, funded by utilising free reserves. Each year spending is limited to the available funding and budgeted carefully, and despite the deficit, the unrestricted funds remain in surplus. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

Fundraising Strategy

In 2024-2025 we had a successful fundraising year, which has provided the organisation with increased stability and security and means we will be entering the new financial year in a stronger position than previous years.

We are grateful to all our funders and donors, in particular John James Bristol Foundation, Trusthouse, Tudor Trust, Lloyds Bank Foundation, Henry Smith Charity, Quartet, Nisbet, Merchant Venturers, Wessex Water, and Leigh Trust who have helped us sustain a solid platform and made it possible to offer the life changing support we provide. We hope to continue working with these wonderful organisations.

We have been working on our new and ambitious fundraising strategy, which includes seeking out new donors, grant-making trusts and corporate sponsors, including a particular focus on securing multi-year grants, which provide added financial stability and enable us to plan ahead more effectively.

Reserves Policy

The trustees have established a policy whereby the unrestricted funds not earmarked for future activities should be between 3 and 6 months of resources expended, which equates to between £65,000 and £130,000. At the balance sheet date free cash reserves amounted to £67,132 (2024 £80,852). Three designated reserve funds have been set up to cover potential liabilities in the event of closure: a Staff Notice fund to cover salaries paid during notice of redundancy; a Closing Costs fund to cover contractual payments; and a Redundancy fund to cover statutory redundancy payments. After these necessary provisions, the remaining free reserves are below the target level; so while a Reserves Fund has been established to cover running costs for up to six months, the balance of this fund at 31st March 2025 is only £3,000 [2024 £3,000].

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2025 was 6 (2024 - 6). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 26th November 2025 and signed on their behalf by



.....
Louise Charlton (trustee)



.....
Mark Brain (trustee)

Independent Examiner's report to the trustees of Hawkspring

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2025, which are set out on pages 12 to 18.

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').

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants England and Wales, which is one of the listed bodies.

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:

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:

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.



3rd December 2025

.....
Dick Maule FCA
The Cross House
South Woodchester
GL5 5EL

Hawkspring

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2025

		Restricted funds 2025	Unrestricted funds 2025	Total funds 2025	Total funds 2024
					[See Note 12]
	Notes	£	£	£	£
Income					
Donations	[2]	-	6,434	6,434	4,727
Charitable activities	[3]	202,400	63,624	266,024	230,231
Investments		-	-	-	-
Total Income		202,400	70,058	272,458	234,958
Expenditure					
Costs of raising funds	[4]	11,692	20,394	32,087	21,807
Charitable activities	[5]	165,642	55,810	221,453	220,607
Total Expenditure		177,334	76,205	253,539	242,413
Net Income / (Expenditure)		25,066	(6,147)	18,919	(7,456)
Transfers between funds		-	-	-	-
Net Movement in Funds		25,066	(6,147)	18,919	(7,456)
Total funds brought forward		49,021	81,222	130,243	137,698
Total funds carried forward		74,087	75,075	149,162	130,243

Hawkspring
Balance Sheet
As at 31st March 2025

Company no. 05138449
Charity no. 1120320

	Notes	2025 £	2024 £
Fixed Assets	[6]	-	-
Current Assets			
Cash at bank and on hand		153,804	135,795
Debtors and prepayments	[7]	777	2,065
		154,581	137,860
Current Liabilities			
Creditors and accruals	[8]	5,419	7,617
		149,162	130,243
Net Current Assets			
Net Assets		149,162	130,243

Statement of funds

Unrestricted funds:

General funds	[9]	460	19,353
Designated funds	[9]	74,614	61,869

Restricted funds	[9]	74,087	49,021
		149,162	130,243

- For the year ending 31st March 2025 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 26th November 2025
and signed on its behalf by


.....
Louise Charlton
Trustee


.....
Mark Brain
Trustee

Hawkspring

Notes to the Accounts

Year to 31st March 2025

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Hawkspring Ltd 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 note(s).

(b) Preparation of the accounts on a going concern basis

Each year expenditure is budgeted according to the available funding. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis. For more details, see the Reserves Policy above.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

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

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 50% per annum on the straight line method. Individual items costing less than £1,000 are not treated as fixed assets.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2025

	Restricted 2025	Unrestricted 2025	Total 2025	Restricted 2024	Unrestricted 2024	Total 2024
	£	£	£	£	£	£
[2] <u>Income from donations</u>						
Individual donations	-	4,156	4,156	2,500	1,927	4,427
Gift Aid	-	1,478	1,478	-	300	300
Gifts in kind	-	800	800	-	-	-
	-	6,434	6,434	2,500	2,227	4,727

	Restricted 2025	Unrestricted 2025	Total 2025	Restricted 2024	Unrestricted 2024	Total 2024
	£	£	£	£	£	£
[3] <u>Income from charitable activities</u>						
Grants	199,000	63,624	262,624	153,000	73,831	226,831
Fees income	3,400	-	3,400	3,400	-	3,400
	202,400	63,624	266,024	156,400	73,831	230,231

The charity received no government grants during the year (2023 nil).

	Supporting Family Members 2025	Supporting Recovery 2025	Total 2025	Supporting Family Members 2024	Supporting Recovery 2024	Total 2024
	£	£	£	£	£	£
[4] <u>Analysis of fundraising costs</u>						
Fundraising salary	11,692	20,394	32,087	1,351	20,456	21,807
	11,692	20,394	32,087	16,351	5,456	21,807

	Supporting Family Members 2025	Supporting Recovery 2025	Total 2025	Supporting Family Members 2024	Supporting Recovery 2024	Total 2024
	£	£	£	£	£	£
[5] <u>Analysis of expenditure on charitable activities</u>						
<u>Direct costs:</u>						
External supervision	947	1,613	2,560	1,182	1,378	2,560
Activities costs	968	100	1,068	305	-	305
Salaries	42,361	69,341	111,702	37,455	57,391	94,846
Recruitment	172	46	218	6	10	16
Staff training and wellbeing	2,101	2,076	4,177	878	923	1,801
Travel	839	33	872	697	33	730
Volunteer expenses	-	-	-	19	32	50
Total Direct Costs	47,388	73,209	120,597	40,541	59,766	100,307
<u>Support costs:</u>						
Bank charges	7	15	22	8	16	24
Repairs and renewals	291	495	786	382	584	966
Insurance	456	777	1,233	643	725	1,367
Postage, printing and stationery	528	913	1,441	963	1,058	2,022
Professional fees	2,299	5,258	7,556	2,622	3,044	5,666
Fee for independent examination	186	318	504	194	331	525
Publicity	-	-	-	17	13	30
Refreshments	70	95	165	349	391	740
Rent, rates and room hire	6,387	10,875	17,262	7,763	8,425	16,188
Salaries	16,048	28,598	44,646	37,918	43,220	81,137
Severance payment	-	17,439	17,439	1,387	-	1,387
Computer software	1,484	2,605	4,089	2,337	3,156	5,493
Subscriptions	-	650	650	218	138	356
Telephone	1,525	2,597	4,121	1,462	1,657	3,119
Utilities	342	582	924	548	654	1,202
Sundry expenses	16	-	16	44	33	77
Total Support Costs	29,640	71,216	100,856	56,855	63,444	120,299
Total Charitable Expenditure	77,028	144,424	221,453	97,397	123,210	220,607

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2025

[5] Analysis of expenditure on charitable activities (continued)

Support costs that do not relate specifically to one charitable activity are apportioned according to the staff time spent on each activity.

[6] Tangible Fixed Assets

	Fixtures & fittings 2025 £	Office Equipment 2025 £	Total 2025 £
<u>Cost</u>			
Opening balance	-	-	-
Additions during the year	-	-	-
Disposals	-	-	-
	-	-	-
<u>Depreciation</u>			
Opening balance	-	-	-
Charge for the year	-	-	-
Eliminated on disposal	-	-	-
	-	-	-
Net Book Value at 31/03/25:	-	-	-
Net Book Value at 31/03/24:	-	-	-

[7] Debtors and prepayments

	2025 £	2024 £
Trade debtors	-	1,700
Prepayments	777	365
	777	2,065

[8] Creditors

	2025 £	2024 £
Amounts due within 12 months:		
Trade creditors	406	1,101
PAYE & National Insurance	2,468	2,751
Staff pension liability	1,068	1,135
Accrued staff holiday pay	956	2,109
Accruals	522	522
	5,419	7,617

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2025

[9] <u>Movements in funds</u> [for previous year, see Note 12]	Balance at 31/03/2024	Income	Expenditure between funds	Transfers	Balance at 31/03/2025
<u>Restricted Funds</u>	£	£	£	£	£
Family Members	33,419	66,400	(88,320)	-	11,499
Recovery Service	15,602	136,000	(89,014)	-	62,588
Total Restricted Funds:	49,021	202,400	(177,334)	-	74,087
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	26,000	-	-	(8,000)	18,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	30,500	-	-	13,172	43,672
Reserves fund	3,000	-	-	-	3,000
DHI fund	369	63,624	(56,050)	-	7,942
Total Designated Funds:	61,869	63,624	(56,050)	5,172	74,614
<u>General Funds</u>	19,353	6,435	(20,155)	(5,172)	460
Total Unrestricted Funds:	81,221	70,058	(76,205)	-	75,075
Total Funds:	130,243	272,458	(253,539)	-	149,162

The Family Members fund exists to provide help and support to those caring for addicts, and those living with them.

The Recovery Service fund exists to provide help and support to recovering addicts.

The Staff Notice fund is to pay notice periods at current levels of pay for all staff in case of closure.

The Closing Costs fund exists to ensure sufficient funds to pay liabilities and winding up costs in the event of closure.

The Redundancy fund is set at a level sufficient to pay statutory redundancy pay for all staff in case of closure.

The Reserves fund exists to enable the organisation to continue in the event of a significant drop in funding.

The DHI fund relates to a contract called "Developing Health and Independence". The unspent funds at the end of the year are earmarked for the continuation of the project during 2025-26.

[10] Payments to trustees and related party transactions

The trustees received no remuneration or expenses payments during the year (2024 nil).

Two trustees made donations totalling £2,740 to the charity during the year (2024 £2,740 from two trustees).

There were no other related party transactions during the year.

[11] <u>Staff costs</u>	2025	2024
	£	£
Wages and salaries	174,336	184,176
Severance payment	17,439	-
Employer's National Insurance	8,370	6,645
Employer pension contributions	5,729	6,074
	205,873	196,895

The average number of staff employed during the year was 9 (2024 11.6) and the average full time equivalent number of posts was 5.3 (2024: 6.4). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £31,782 (2024 £27,369). The total fees paid to key management personnel during the year was nil (2024 nil).

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2025

[12] Detailed comparison with previous year

<u>Statement of Financial Activities</u>	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £		
Income					
Donations	2,500	2,227	4,727		
Charitable activities	156,400	73,831	230,231		
Investments	-	-	-		
Total Income	158,900	76,058	234,958		
Expenditure					
Costs of raising funds	16,351	5,456	21,807		
Charitable activities	150,404	70,203	220,607		
Total Expenditure	166,755	75,659	242,413		
Net Income / (Expenditure)	(7,855)	399	(7,456)		
Transfers between funds	4,200	(4,200)	-		
Net Movement in Funds	(3,655)	(3,801)	(7,456)		
Total funds brought forward	52,676	85,022	137,698		
Total funds carried forward	49,021	81,221	130,243		
<u>Movements in funds</u>	Balance at 31/03/2023	Income	Expenditure	Transfers between funds	Balance at 31/03/2024
<u>Restricted Funds</u>	£	£	£	£	£
Family Members	22,016	107,650	(98,747)	2,500	33,419
Recovery Service	30,660	51,250	(68,008)	1,700	15,602
Total Restricted Funds:	52,676	158,900	(166,755)	4,200	49,021
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	27,000	-	-	(1,000)	26,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	32,000	-	-	(1,500)	30,500
Reserves fund	3,000	-	-	-	3,000
DHI fund	1,302	73,831	(74,764)	-	369
Total Designated Funds:	65,302	73,831	(74,764)	(2,500)	61,869
<u>General Funds</u>	19,720	2,227	(894)	(1,700)	19,353
Total Unrestricted Funds:	85,022	76,058	(75,659)	(4,200)	81,221
<u>Total Funds:</u>	137,698	234,958	(242,413)	-	130,243

HAWKSPRING

England & Wales - Charity number 1120320

Accounts



Supporting drug and
alcohol recovery

www.hawkspring.org.uk

Trustees' Report and Financial Statements for the year ended 31st March 2024

Charity number 1120320
Company Number 05138449

@symes Community Building
Peterson Avenue, Hartcliffe
Bristol BS13 0BE

E info@hawkspring.org.uk
T 0117 964 2859
F 01179784240

Registered Company no: 5138449 Registered Charity no: 1120320

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements of Hawkspring for the year ended 31st March 2024.

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Reference and Administrative Information

Charity Name:	Hawkspring
Charity Registration Number:	1120320
Company Registration Number:	5138449
Registered Office /Operational address:	@symes Community Building, Peterson Avenue, Hartcliffe, Bristol BS13 0BE

Trustees 2023-24:

Katie Hipkiss (Chair)
Terry Wright (Vice Chair)
Derek Pickup
Mark Brain
Louise Charlton
Patricia Willis
Paul Goggin (resigned 4th June 2024)

Structure, Governance & Management

Governing Document

The organisation is a registered charity and a company limited by guarantee. Established in 2002, it was incorporated on 26th May 2004 and registered as a charity on 27th July 2007. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed under its Articles of Association. These were updated in November 2013 to reflect the current purposes of the organisation, in agreement with the Charity commission and Companies House.

The trustees of the Charity, who are also the Directors of the Company for the purposes of Company Law, exercise all the powers of the Charity and Company. The Board of Trustees meets monthly and is responsible for the strategic direction and policy of the charity. They delegate responsibility for the day to day running of the charity to the Chief Executive Officer, Chloe Duff.

Recruitment and Appointment of Trustees

Under the articles one-third of the members of the board retire from office each year by rotation and are eligible for re-election. The composition of the board is such that it seeks to ensure that the needs of its client group are appropriately reflected through the diversity of those appointed. The board seeks to ensure the right set of appropriate skills and knowledge required to take the organisation through its next phase of development. In order to maintain this broad mix of experience and skills the board undertakes a regular skills audit and potential trustees are identified and invited to offer themselves for appointment.

Objects and Activities

Charitable Objects

To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse.

To preserve the good mental health of relatives and carers of the people who misuse drugs, alcohol and other substances by the provision of information and support.

To relieve sickness and distress amongst persons who are dependent on drugs, alcohol and other substances by supporting the rehabilitation of such persons.

Our values

- Whole Family Approach: We are committed to our whole family approach and supporting everyone impacted by substance misuse.
- Client-centred: We offer flexible and personalised services that provide choice and ease of access.
- Quality: We use evidenced based models of treatment.
- Engagement: We involve service users, the community and our partners, and use their feedback to develop our services.
- Adaptable: We adapt to the needs of the individuals we support and the wider community.
- Safe: We take the safety of clients very seriously and provide a safe space for people to access support.

How our activities deliver public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The public benefit provided by the charity is detailed below, with specific outcomes listed in the section "Achievements and Performance".

About Hawkspring

Hawkspring is a registered charity and company limited by guarantee. We are a community rooted organisation based in Hartcliffe, South Bristol, an area that is within the worst 5% of deprivation in England and Wales. Hawkspring (originally Hawks) was established in Bristol in 2002 to address the needs of people affected by substance misuse and addiction within the family and community. It was born out of a community need and started by local residents who were concerned about addiction within their families and community. Our work with vulnerable children began after local police on drug raids, were appalled by the neglectful conditions young children were living in. At that time there was nowhere for local families to turn to for support. In 2013, Hawks merged with Kwads, another South Bristol charity and changed its name to Hawkspring. The merger gave rise to our unique whole family approach and over the last 7 years we have developed that model with impressive results.

Our clients are the true hidden harm of substance misuse and our work combines prevention, treatment and education for people aged 5 to pensioners. These families are often leading chaotic lives and they face complex issues in addition to the addiction in their homes and in their communities: carers struggle in isolation and children feel alone, afraid and stigmatised. Individuals misusing come to us in crisis.

They have complex issues including mental ill-health, debt and food poverty. Through our accessible local services, we aim to lessen the negative impact of drug and alcohol misuse on vulnerable individuals, families and the community. We are the only service in Bristol offering specialist support of this kind to primary school aged children.

What we aim to achieve

To create communities where people live free from the damage caused by drugs and alcohol misuse, and are leading fulfilling, healthy lives.

We seek to make a difference to the community by:

- Reducing the negative impact of drugs and alcohol on families;
- Relieve the sickness and distress caused by substance misuse;
- Tackle the stigma and discrimination these families and community experience;
- Encourage families and friends to believe that they can change their lives and the lives of their loved ones for the better.

We also support professionals, providing them with information and advice. We give talks and presentations, raising awareness of our work, and creating joint referral systems.

Our response to local issues and needs

We operate services from the @symes Community Building in a busy shopping area in Hartcliffe. 87% of our clients come from the South Bristol wards of Hartcliffe and Withywood, Filwood and Knowle, Hengrove and Whitchurch Park, an area with a population of around 70,000.

Bristol City Council's 2019 report 'Deprivation in Bristol' identifies that the 10 most deprived neighbourhoods in Bristol are all in the South Bristol areas of Hartcliffe, Whitchurch Park and Knowle West. The 'State of Bristol' 2018/19 report, highlights the disparities across the city, including life expectancy. Our marginalised community suffers from chronic social problems and challenges, many of the issues are inter-generational, leading to a sense of hopelessness and stigmatisation:

- 1 in 3 has no qualifications;
- social housing accounts for two thirds of provision;
- child poverty is the highest in Bristol;
- heart disease, stroke and cancer rates are higher than city averages as is child mental ill health;
- substance misuse and associated crime is a significant problem for the area – negatively impacting on community cohesion, safety and economic development.
- People tend not to travel out of their community and many children have never visited the centre of the city they live in.

Four years on from the first lockdown, and the conditions in the local area have further deteriorated, with the cost of living crisis seriously impacting our local community and clients. The need and demand for resources in the area is constantly increasing, with available resources decreasing. We are seeing increased social issues such as antisocial behaviour, mental illness, and the need for foodbanks. Demand for our recovery and children's services has rapidly increased over the last year.

Our pioneering 'whole family approach' was born out of our understanding of our community and our clients; the challenges they face and the solutions that work for them. With their feedback and involvement, we have continued to improve our services enabling us to bring about positive changes in their lives. We take a holistic approach proven to facilitate recovery, prevent relapses, and improve family relationships, support carers and other family members, including children.

We are increasingly within a rare breed of organisations which provide intensive and long-term support. We also are adaptable and flexible, putting the individual at the heart of what we do. It is this approach, together with intensive support via our structured 1:1s, that enables us to achieve what we do.

In February 2018, we entered a specific partnership with a larger regional charity to provide a conjoined recovery project in South Bristol. The partnering contract was signed in August 2018 and 4 Hawkspring staff were recruited between October 2018 and January 2019. We are now in the process of making some positive improvements and changes to the contract to better meet the needs of the local community, playing to each organisation's strengths.

Achievements and Performance

Hawkspring Services Overview and Updates

We continue to offer our three main programmes of support for three categories of client - Recovery Clients, Concerned Others and Children and Young People. We have expanded our services within these client groups, in response to needs we identified within some of our client groups.

We have been working on expanding and improving the availability of training programmes for professionals, which we will be advertising in

During this year we supported 231 individuals, 182 adults and 49 children.

Recovery Services:

Recovery One-to-One Programme: our main recovery service is a 12-week one-to-one therapeutic programme, following an established, structured programme of weekly sessions. For each of the sessions we have many different ways we can deliver that session, and we choose the most appropriate method of delivery depending on the needs of the individual client. The programme is structured over the 12 sessions but is flexible and is very much tailored to meet the needs of the individual.

Crisis Intervention: our practitioners help clients prevent things spiralling, by helping people to address issues as they arise, whether this be by making appropriate referrals, signposting or helping them access medical or mental health support where needed.

Recovery Clients Group: regular meetings offering a chance for discussion and support.

Creative Connections Group: following a similar programme of topics as the Recovery Group, but delivery designed for people who have different styles of learning, using creative arts and crafts to help people access information and understand concepts and ideas in practical ways.

Peer Support Group: facilitating peers to support clients who are earlier in their recovery journey. The support of peers is a valuable addition to other services, provides the opportunity for connection, shared insight, and building supportive networks with people who have experienced similar issues.

Kick Start Group and Waiting List: we offer weekly drop-in sessions and check-in calls for people who are on the waiting list. This is an effective way of ensuring that people who have made the big step of seeking help, do not lose momentum between initial contact with Hawkspring and being offered a place on the one-to-one recovery programme. People are now able to access support and information from Hawkspring without delay, even whilst on the waiting list.

SMART Recovery Group: we are now running an online SMART Recovery Group weekly. This is run in the evening, which makes it accessible for people who may be working. Hawkspring is licenced to deliver SMART Recovery via UK SMART Recovery (UKSR) which *"teaches rational, easy to learn and self-empowering skills to help participants abstain from any addictive behaviour and to develop a lifestyle that supports sustained recovery."*

Concerned Others Services:

Concerned others can take up to 7 years to seek help. They present with mental and physical ill health and are traumatised; their lives often controlled by the addict in their home. The service provides 1:1 support and educational/therapeutic peer support groups aimed at any family members with a loved one who is misusing drugs or alcohol. We improve their self-confidence, wellbeing, knowledge, awareness and understanding of substance misuse to improve their resilience and ability to cope, thereby improving their capacity to protect other family members.

Concerned Others Group: a supportive group for adults who are affected by a loved one's substance/alcohol misuse or addiction issues. This programme is designed to provide clients with increased knowledge and understanding of addiction and misuse, to develop healthy coping mechanisms, and to help people find ways to protect themselves, their families, and to support their loved one in their recovery in constructive ways, and to help people recognise if they could inadvertently enable their loved one's addiction or misuse issues, where they may just be trying to look after them.

Combined Freedom Programme: our Senior Adults Practitioner developed a group programme for women who are impacted by domestic abuse, and as this is something which so often is connected with alcohol and substance misuse and addiction, we have combined our alcohol and substance education programme with the freedom programme, into one dedicated group for women who are in such situations. By offering this unique and combined programme, we are able to deepen our support and impact, reaching more people.

Children and Young People Services

We support children aged between 5 and 13 years old. Our structured programme of 1:1 sessions are delivered within the safety of the child's school. The young people are vulnerable, living with the adverse impact of drug and alcohol addiction at home; they are at risk of being drawn into addiction or used to distribute drugs.

Children and Young People One-to-One Programme: we provide a targeted one-to-one therapeutic support programme for children and young people who are experiencing parental substance or alcohol misuse. Through this programme, we build trusting relationships with the children and young people and provide a safe environment for them to tell their stories. We help them to learn techniques to cope, deal with the complex emotions of their situation and to gain awareness of addiction and its effects as a whole. We help to break the cycle of addiction, working to improve their self-esteem and their chances to achieve their full potential.

Our programmes have been tailored to the children we support, through many years of experience and learning. We understand that the more people who trust and believe in the children we work with, the less likely they are to themselves go on to become alcohol/substance misusers, or get drawn into crime and gangs. This type of support helps to counter the fact that the more trauma and abuse they have suffered, the more likely they are to go down this path.

The one to one workshops comprise of a series of topics, but we can be flexible with the delivery, providing a more organic process depending on the young person.

Summer Activities and Christmas Trip: We ran a summer holiday club again this year, with weekly sessions of crafts and physical activities for some of the children who have been through our one-to-one therapeutic support programme. This offered children the chance to maintain contact with us through the long summer holiday, which is important to them when their home lives are difficult. At Christmas we provided some of the children and young people with small gifts which were donated, and took a group of children on a Christmas trip.

Training Programmes for Professionals

We have developed a training programme aimed at teachers who are working with families negatively impacted by substance misuse during the pandemic. The programme came about through a request for help from a headteacher of a local primary school who predicts that between 15% and 20% of the children in her school are living with some kind of parental or familial substance misuse. We believe these percentages are similar across the board and this is not an isolated situation. The pilot was a huge success and we now offer this training to schools.

Due to interest and demand we have adapted the programme and will be providing training to other professionals and organisations who work with people with substance misuse issues. For small organisations and charities like ours we are looking into setting up training swaps to help make good use of limited resources, and for larger organisations and professional bodies we will charge a fee for the training which will help generate income to feed back into Hawkspring services.

We are continuing to work on the preparation for this and have recently expanded our available training programme and written additional training materials, in readiness for future bookings.

Operational Updates

New Website and Organisational Branding

We have this year launched our brand new website. We were extremely fortunate to receive a grant in kind for a complete rebrand and new website, from local business “The Discourse”. The website is an enormous improvement to our old website, and we are working on a new social media strategy to encourage engagement and raising awareness in the community, having also received advice around this from The Discourse. We are proud that the new Hawkspring website better reflects the expertise and work that our talented and dedicated team achieve in the community.

New Case Management Electronic Database

We have upgraded our systems to online database, Advice Pro. This is a significant upgrade from our previous system and we are working on making the most of the reporting tools and resources. The new system is proving hugely beneficial for the practitioners in their casework, as well as for the organisation as a much more effective tool for monitoring and measuring impact, offering new tools to manage and analyse useful data, which we will continue to explore and develop to help inform our services and ensure our team are best prepared for emerging trends, to best serve different demographics and make the most of our limited resources and helps us to ensure that we are effectively catering for, and reaching, all sections of the community.

We will be able carry out more in-depth utilisation of the information we gather, and use it to better inform our services, help us to identify trends and patterns, and to better demonstrate impact.

We measure a range of indicators with clients, including measuring changes from start and end of service including: abstinence; reduction in use of substances/alcohol; mental and physical health;

reduced isolation; improved social lives/relationships; ability to cope, build resilience and reduce the impact of lapses/relapses; improved self-confidence; improved life skills; and improved overall wellbeing.

Recognition

We are very proud that our late CEO, Lorraine Bush, was recognised by Voscur, who has named an award after her, in recognition of her work and dedication to Hawkspring:

The Lorraine Bush Award – Voscur

Our first CEO, Lorraine Bush, who we tragically lost to cancer in 2019 has been recognised by Voscur, the support and development agency for Bristol's Voluntary, Community and Social Enterprise (VCSE) sector, who have named an award after her:

"The Lorraine Bush Award for Resilience" - *This award, in memory of Lorraine Bush, a key member of the team who set up Hawkspring, is for an organisation that has demonstrated inspiring resilience.*

<https://www.voscur.org/news/nominations-open-bristol-social-impact-awards>

Client Feedback

We actively seek client feedback which we collate and review. This feeds into our ongoing efforts to improve our services and ensure we are always meeting the needs of the people with whom we are working, so far as possible. This approach directly led to the creation and implementation of some of our additional services.

"I came in feeling so low, I came out feeling there is hope, there is something that I can do, I feel upbeat and lighter, it grounds me" – **Recovery Client**

"You help me to see and think about things from different perspectives and it's so helpful" – **Recovery Client**

"I can't believe this support is free. It's so helpful and would be amazing if more people knew about it and could access it" – **Recovery Client**

"[Child] is always excited on a Tuesday morning as he knows he will be working with Richard. [Child] does not always find the school environment easy to navigate so these positive experiences for him are vital developing his confidence within the school setting. [Child] seems considerably more settled in school and this is demonstrated through a marked reduction in behaviour warnings this term." - **Mike Rylands, Assistant Head / SENDCo**

"[Child's] enthusiasm to work with Richard (Hawkspring Practitioner) shows great relationships have been made quickly and things do seem calmer. Reduced incidents and reduced lengths of outbursts." - **Lisa Craig, Headteacher**

"[Child] loves working with [Hawkspring Practitioner]." - **Child's Mum**

"[Child] is very happy to see [Hawkspring Practitioner] every week. [Hawkspring Practitioner] has been amazing and has really got to know [Child]. The time they spend together is full of fun. We will all be sad when [Hawkspring Practitioner] has to leave us." - **Lianne Sheldon - Family Link and Pastoral Support worker.**

Quotes from Children who have been through our one-to-one programme:

"I don't worry because I come to see you"

"If I don't have anymore sessions I will scream!"

"I feel like I need sessions until I'm an adult"

"I find it hard to talk to my family about my worries"

"I don't talk to my parents about my worries, I'm afraid they would be angry"

What Next

We are looking to the new commissioning period from 2025, and in discussions in respect of new projects and partnerships, whilst these are dependent on the outcome of the recommissioning, we are feeling positive about the future of services across Bristol, which we are hopeful will benefit our clients. We have taken part in the Bristol City Council Recommissioning Engagement Events, and provided comprehensive feedback around current services and where improvements and investment is desperately needed, advocating for the people in our community.

We will continue to provide our core services to our consistently high standards, with the ongoing aims of expanding and increasing our capacity to meet the ever-increasing need.

Financial Review

The charity's unrestricted funds are in surplus, and each year spending is limited to the available funding and budgeted carefully. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

Fundraising Strategy

In 2023-2024 we had a successful fundraising year, which has provided the organisation with increased stability and security.

We are grateful to all our funders and donors, in particular John James Bristol Foundation, Trusthouse, Tudor Trust, Lloyds Bank Foundation, Henry Smith Charity, Quartet, Nisbet, and Garfield Weston Foundation who have helped us sustain a solid platform and made it possible to offer the life changing support we provide. We hope to continue working with these wonderful organisations.

We have been working on our new and ambitious fundraising strategy, which includes seeking out new donors, grant-making trusts and corporate sponsors.

We have utilised the subscription to the Funds Online Databases, which has allowed us to identify a number of new funders and potential funders.

We have researched and compiled lists of potential new funders from a number of other sources.

We continue to forge partnerships with more schools, from which we are paid to provide some of our children's services, via the pupil premium that schools receive for eligible pupils. This will enable us to expand our children's services and increase capacity in the team.

Reserves Policy

The trustees have established a policy whereby the unrestricted funds not earmarked for future activities should be between 3 and 6 months of resources expended, which equates to between £65,000 and £130,000. At the balance sheet date free cash reserves amounted to £80,852 (2023 £83,720). Four designated reserve funds have been set up: a Staff Notice fund to cover salaries paid during notice of redundancy; a Closing Costs fund to cover contractual payments in the event of closure; a Redundancy fund to cover statutory redundancy payments; and a general Reserves fund to cover running costs for up to 6 months. For further details please see Note 9 of the Accounts. As the balance of the free reserves is below the target level, the latter fund is not at the desired level, and the balance of this fund at 31st March 2024 is £3,000 [2023 £3,000].

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2024 was 6 (2023 - 5). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 9th January 2025 and signed on their behalf by



.....
Katie Hipkiss (trustee)



.....
Terry Wright (trustee)

Independent Examiner's report to the trustees of Hawkspring

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2024, which are set out on pages 12 to 18.

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:

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.



10th January 2025

Rupert Taylor
5 Mount Pleasant
Millbrook
Torpoint
Cornwall PL10 1BH

Hawkspring

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2024

		Restricted funds 2024	Unrestricted funds 2024	Total funds 2024	Total funds 2023
					[See Note 12]
	Notes	£	£	£	£
Income					
Donations	[2]	2,500	2,227	4,727	2,379
Charitable activities	[3]	156,400	73,831	230,231	271,770
Investments		-	-	-	-
Total Income		158,900	76,058	234,958	274,149
Expenditure					
Costs of raising funds	[4]	16,351	5,456	21,807	6,975
Charitable activities	[5]	150,404	70,203	220,607	310,935
Total Expenditure		166,755	75,659	242,413	317,910
Net Income / (Expenditure)		(7,855)	399	(7,456)	(43,761)
Transfers between funds		4,200	(4,200)	-	-
Net Movement in Funds		(3,655)	(3,801)	(7,456)	(43,761)
Total funds brought forward		52,676	85,022	137,698	181,459
Total funds carried forward		49,021	81,221	130,243	137,698

Hawkspring
Balance Sheet
As at 31st March 2024

Company no. 05138449
Charity no. 1120320

	Notes	2024 £	2023 £
Fixed Assets	[6]	-	-
Current Assets			
Cash at bank and on hand		135,795	135,600
Debtors and prepayments	[7]	2,065	9,545
		137,860	145,144
Current Liabilities			
Creditors and accruals	[8]	7,617	7,446
		130,243	137,698
Net Current Assets			
Net Assets		130,243	137,698

Statement of funds

Unrestricted funds:

General funds	[9]	19,353	19,720
Designated funds	[9]	61,869	65,302

Restricted funds	[9]	49,021	52,676
		130,243	137,698

- For the year ending 31st March 2024 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 9th January 2025
and signed on its behalf by



.....
Katie Hipkiss
Trustee



.....
Terry Wright
Trustee

Hawkspring

Notes to the Accounts

Year to 31st March 2024

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Hawkspring Ltd 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 note(s).

(b) Preparation of the accounts on a going concern basis

Each year expenditure is budgeted according to the available funding. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis. For more details, see the Reserves Policy above.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

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

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 50% per annum on the straight line method. Individual items costing less than £1,000 are not treated as fixed assets.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2024

	Restricted 2024	Unrestricted 2024	Total 2024	Restricted 2023	Unrestricted 2023	Total 2023
[2] <u>Income from donations</u>	£	£	£	£	£	£
Individual donations	2,500	1,927	4,427	-	1,700	1,700
Gift Aid	-	300	300	-	679	679
	2,500	2,227	4,727	-	2,379	2,379
	Restricted 2024	Unrestricted 2024	Total 2024	Restricted 2023	Unrestricted 2023	Total 2023
[3] <u>Income from charitable activities</u>	£	£	£	£	£	£
Grants	153,000	73,831	226,831	114,801	154,969	269,770
Fees income	3,400	-	3,400	2,000	-	2,000
	156,400	73,831	230,231	116,801	154,969	271,770

The charity received no government grants during the year (2023 nil).

	Restricted 2024	Unrestricted 2024	Total 2024	Restricted 2023	Unrestricted 2023	Total 2023
[4] <u>Analysis of fundraising costs</u>	£	£	£	£	£	£
Fees to fundraiser	-	-	-	6,975	-	6,975
Fundraising salary	16,351	5,456	21,807	-	-	-
	16,351	5,456	21,807	6,975	-	6,975

[5] Analysis of expenditure on charitable activities

	Supporting Family Members 2024	Supporting Recovery 2024	Total 2024	Supporting Family Members 2023	Supporting Recovery 2023	Total 2023
<u>Direct costs:</u>	£	£	£	£	£	£
External supervision	1,182	1,378	2,560	426	534	960
Activities costs	305	-	305	780	-	780
Salaries	37,455	57,391	94,846	54,665	139,492	194,157
Recruitment	6	10	16	43	4,648	4,691
Staff training and wellbeing	878	923	1,801	1,319	1,210	2,529
Travel	697	33	730	743	7	750
Volunteer expenses	19	32	50	16	34	50
Total Direct Costs	40,541	59,766	100,307	57,992	145,926	203,918
<u>Support costs:</u>						
Bank charges	8	16	24	6	26	32
Repairs and renewals	382	584	966	1,804	1,286	3,090
Insurance	643	725	1,367	364	923	1,287
Postage, printing and stationery	963	1,058	2,022	1,540	1,391	2,931
Professional fees	2,622	3,044	5,666	2,116	6,601	8,717
Fee for independent examination	194	331	525	116	410	525
Publicity	17	13	30	-	-	-
Refreshments	349	391	740	305	642	947
Rent, rates and room hire	7,763	8,425	16,188	8,411	5,392	13,803
Salaries	37,918	43,220	81,137	20,688	47,056	67,744
Severance payment	1,387	-	1,387	-	3,436	3,436
Computer software	2,337	3,156	5,493	306	758	1,064
Subscriptions	218	138	356	22	68	90
Telephone	1,462	1,657	3,119	1,305	738	2,043
Utilities	548	654	1,202	349	865	1,214
Sundry expenses	44	33	77	23	72	95
Total Support Costs	56,855	63,444	120,299	37,354	69,663	107,017
Total Charitable Expenditure	97,397	123,210	220,607	95,346	215,589	310,935

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2024

[5] Analysis of expenditure on charitable activities (continued)

Support costs that do not relate specifically to one charitable activity are apportioned according to the staff time spent on each activity.

[6] Tangible Fixed Assets

	Fixtures & fittings 2024 £	Office Equipment 2024 £	Total 2024 £
<u>Cost</u>			
Opening balance	181	3,754	3,935
Additions during the year	-	-	-
Disposals	(181)	(3,754)	(3,935)
	-	-	-
<u>Depreciation</u>			
Opening balance	181	3,754	3,935
Charge for the year	-	-	-
Eliminated on disposal	(181)	(3,754)	(3,935)
	-	-	-
Net Book Value at 31/03/24:	-	-	-
Net Book Value at 31/03/23:	-	-	-

[7] Debtors and prepayments

	2024 £	2023 £
Trade debtors	1,700	9,163
Prepayments	365	381
	2,065	9,545

[8] Creditors

	2024 £	2023 £
Amounts due within 12 months:		
Trade creditors	1,101	1,819
PAYE & National Insurance	2,751	3,890
Staff pension liability	1,135	-
Accrued staff holiday pay	2,109	1,214
Accruals	522	522
	7,617	7,446

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2024

[9] <u>Movements in funds</u> [for previous year, see Note 12]	Balance at 31/03/2023	Income	Expenditure between funds	Transfers	Balance at 31/03/2024
<u>Restricted Funds</u>	£	£	£	£	£
Family Members	22,016	107,650	(98,747)	2,500	33,419
Recovery Service	30,660	51,250	(68,008)	1,700	15,602
Total Restricted Funds:	52,676	158,900	(166,755)	4,200	49,021
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	27,000	-	-	(1,000)	26,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	32,000	-	-	(1,500)	30,500
Reserves fund	3,000	-	-	-	3,000
DHI fund	1,302	73,831	(74,764)	-	369
Total Designated Funds:	65,302	73,831	(74,764)	(2,500)	61,869
<u>General Funds</u>	19,720	2,227	(894)	(1,700)	19,353
Total Unrestricted Funds:	85,022	76,058	(75,659)	(4,200)	81,221
Total Funds:	137,698	234,958	(242,413)	-	130,243

The Family Members fund exists to provide help and support to those caring for addicts, and those living with them.

The Recovery Service fund exists to provide help and support to recovering addicts.

The Staff Notice fund is to pay notice periods at current levels of pay for all staff in case of closure.

The Closing Costs fund exists to ensure sufficient funds to pay liabilities and winding up costs in the event of closure.

The Redundancy fund is set at a level sufficient to pay statutory redundancy pay for all staff in case of closure.

The Reserves fund exists to enable the organisation to continue in the event of a significant drop in funding.

The DHI fund relates to a contract called "Developing Health and Independence". The unspent funds at the end of the year are earmarked for the continuation of the project during 2024-25.

[10] Payments to trustees and related party transactions

The trustees received no remuneration or expenses payments during the year (2023 nil).

Two trustees made donations totalling £2,740 to the charity during the year (2023 £240 from one trustee).

There were no other related party transactions during the year.

[11] <u>Staff costs</u>	2024	2023
	£	£
Wages and salaries	184,176	240,593
Employer's National Insurance	6,645	14,249
Employer pension contributions	6,074	7,059
	196,895	261,901

The average number of staff employed during the year was 11.6 (2023 13.5) and the average full time equivalent number of posts was 6.4 (2023: 8.7). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £27,369 (2023 nil). The total fees paid to key management personnel during the year was nil (2023 £38,368).

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2024

[12] Detailed comparison with previous year

<u>Statement of Financial Activities</u>		Restricted funds	Unrestricted funds	Total funds	
		2023	2023	2023	
	Notes	£	£	£	
Income					
Donations	[2]	-	2,379	2,379	
Charitable activities	[3]	116,801	154,969	271,770	
Investments		-	-	-	
Total Income		116,801	157,348	274,149	
Expenditure					
Costs of raising funds	[4]	6,975	-	6,975	
Charitable activities	[5]	157,201	153,734	310,935	
Total Expenditure		164,176	153,734	317,910	
Net Income / (Expenditure)		(47,375)	3,614	(43,761)	
Transfers between funds		-	-	-	
Net Movement in Funds		(47,375)	3,614	(43,761)	
Total funds brought forward		100,051	81,408	181,459	
Total funds carried forward		52,676	85,022	137,698	
<u>Movements in funds</u>					
	Balance at			Transfers	Balance at
	31/03/2022	Income	Expenditure	between funds	31/03/2023
<u>Restricted Funds</u>	£	£	£	£	£
Family Members	54,726	67,001	(99,711)	-	22,016
Recovery Service	45,325	49,800	(64,465)	-	30,660
Total Restricted Funds:	100,051	116,801	(164,176)	-	52,676
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	27,000	-	-	-	27,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	32,000	-	-	-	32,000
Reserves fund	3,000	-	-	-	3,000
DHI fund	2,749	154,969	(156,416)	-	1,302
Total Designated Funds:	66,749	154,969	(156,416)	-	65,302
<u>General Funds</u>	14,659	2,379	2,682	-	19,720
Total Unrestricted Funds:	81,408	157,348	(153,734)	-	85,022
Total Funds:	181,459	274,149	(317,910)	-	137,698

HAWKSPRING

England & Wales - Charity number 1120320

Accounts



Supporting drug and
alcohol recovery

www.hawkspring.org.uk

Trustees' Report and Financial Statements for the year ended 31st March 2023

Charity number 1120320
Company Number 05138449

@symes Community Building
Peterson Avenue, Hartcliffe
Bristol BS13 0BE

E info@hawkspring.org.uk
T 0117 964 2859
F 01179784240

Registered Company no: 5138449

Registered Charity no: 1120320

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements of Hawkspring for the year ended 31st March 2023.

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2	Reference and Administrative Information
3	Structure, Governance and Management
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Reference and Administrative Information

Charity Name:	Hawkspring
Charity Registration Number:	1120320
Company Registration Number:	5138449
Registered Office /Operational address:	@symes Community Building, Peterson Avenue, Hartcliffe, Bristol BS13 0BE
Trustees 2022 - 2023:	Katie Hipkiss (Chair) Terry Wright (Vice Chair) Derek Pickup Mark Brain Paul Goggin Patricia Willis

Structure, Governance & Management

Governing Document

The organisation is a registered charity and a company limited by guarantee. Established in 2002, it was incorporated on 26th May 2004 and registered as a charity on 27th July 2007. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed under its Articles of Association. These were updated in November 2013 to reflect the current purposes of the organisation, in agreement with the Charity commission and Companies House.

The trustees of the Charity, who are also the Directors of the Company for the purposes of Company Law, exercise all the powers of the Charity and Company. The Board of Trustees meets monthly and is responsible for the strategic direction and policy of the charity. They delegate responsibility for the day to day running of the charity to the Chief Executive Officer, Chloe Duff.

Recruitment and Appointment of Trustees

Under the articles one-third of the members of the board retire from office each year by rotation and are eligible for re-election. The composition of the board is such that it seeks to ensure that the needs of its client group are appropriately reflected through the diversity of those appointed. The board seeks to ensure the right set of appropriate skills and knowledge required to take the organisation through its next phase of development. In order to maintain this broad mix of experience and skills the board undertakes a regular skills audit and potential trustees are identified and invited to offer themselves for appointment.

Objects and Activities

Charitable Objects

To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse.

To preserve the good mental health of relatives and carers of the people who misuse drugs, alcohol and other substances by the provision of information and support.

To relieve sickness and distress amongst persons who are dependent on drugs, alcohol and other substances by supporting the rehabilitation of such persons.

Our values

- Innovation: We maintain a cutting edge approach to our service delivery.
- Client-centred: We offer flexible services that provide choice and ease of access.
- Quality: We use evidenced based models of treatment.
- Engagement: We involve service users, the community and our partners, and use their feedback to develop our services.

How our activities deliver public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The public benefit provided by the charity is detailed below, with specific outcomes listed in the section "Achievements and Performance".

About Hawkspring

Hawkspring is a registered charity and company limited by guarantee. We are a community rooted organisation based in Hartcliffe, South Bristol, an area that is within the worst 5% of deprivation in England and Wales. Hawkspring (originally Hawks) was established in Bristol in 2002 to address the needs of people affected by substance misuse and addiction within the family and community. It was born out of a community need and started by local residents who were concerned about addiction within their families and community. Our work with vulnerable children began after local police on drug raids, were appalled by the neglectful conditions young children were living in. At that time there was nowhere for local families to turn to for support. In 2013, Hawks merged with Kwads, another South Bristol charity and changed its name to Hawkspring. The merger gave rise to our unique whole family approach and over the last 7 years we have developed that model with impressive results.

Our clients are the true hidden harm of substance misuse and our work combines prevention, treatment and education for people aged 5 to pensioners. These families are often leading chaotic lives and they face complex issues in addition to the addiction in their homes and in their communities: carers struggle in isolation and children feel alone, afraid and stigmatised. Individuals misusing come to us in crisis.

They have complex issues including mental ill-health, debt and food poverty. Through our accessible local services, we aim to lessen the negative impact of drug and alcohol misuse on vulnerable individuals, families and the community. We are the only service in Bristol offering specialist support of this kind to primary school aged children.

What we aim to achieve

To create communities where people live free from the damage caused by drugs and alcohol misuse, and are leading fulfilling, healthy lives.

We seek to make a difference to the community by:

- Reducing the negative impact of drugs and alcohol on families;
- Relieve the sickness and distress caused by substance misuse;
- Tackle the stigma and discrimination these families and community experience;
- Encourage families and friends to believe that they can change their lives and the lives of their loved ones for the better.

We also support professionals, providing them with information and advice. We give talks and presentations, raising awareness of our work, and creating joint referral systems.

Our response to local issues and needs

We operate services from the @symes Community Building in a busy shopping area in Hartcliffe. 87% of our clients come from the South Bristol wards of Hartcliffe and Withywood, Filwood and Knowle, Hengrove and Whitchurch Park, an area with a population of around 70,000.

Bristol City Council's 2019 report 'Deprivation in Bristol' identifies that the 10 most deprived neighbourhoods in Bristol are all in the South Bristol areas of Hartcliffe, Whitchurch Park and Knowle West. The 'State of Bristol' 2018/19 report, highlights the disparities across the city, including life expectancy. Our marginalised community suffers from chronic social problems and challenges, many of the issues are inter-generational, leading to a sense of hopelessness and stigmatisation:

- 1 in 3 has no qualifications;
- social housing accounts for two thirds of provision;
- child poverty is the highest in Bristol;
- heart disease, stroke and cancer rates are higher than city averages as is child mental ill health;

- substance misuse and associated crime is a significant problem for the area – negatively impacting on community cohesion, safety and economic development.
- People tend not to travel out of their community and many children have never visited the centre of the city they live in.

3 years on from the first lockdown, and the conditions in the local area have further deteriorated, with the cost of living crisis seriously impacting our local community and clients. The need and demand for resources in the area is constantly increasing, with available resources decreasing. We are seeing increased social issues such as antisocial behaviour, mental illness, and the need for foodbanks. Demand for our recovery and children's services has rapidly increased over the last year.

Our pioneering 'whole family approach' was born out of our understanding of our community and our clients; the challenges they face and the solutions that work for them. With their feedback and involvement, we have continued to improve our services enabling us to bring about positive changes in their lives. We take a holistic approach proven to facilitate recovery, prevent relapses, and improve family relationships, support carers and other family members, including children.

We are increasingly within a rare breed of organisations which provide intensive and long-term support. We also are adaptable and flexible, putting the individual at the heart of what we do. It is this approach, together with intensive support via our structured 1:1s, that enables us to achieve what we do.

In February 2018, we entered a specific partnership with a larger regional charity to provide a conjoined recovery project in South Bristol. The partnering contract was signed in August 2018 and 4 Hawkspring staff were recruited between October 2018 and January 2019. We are now in the process of making some positive improvements and changes to the contract to better meet the needs of the local community, playing to each organisation's strengths.

Achievements and Performance

Our Services

We offer three main programmes of support and as an expansion of these services, we now offer some additional services for professionals, and are piloting new projects with clients.

Complex Needs Recovery Service: provides treatment and intensive support for those misusing drugs and alcohol. This offers clients greater flexibility and choice, and urgent and/or longer support. We provide them with information and increase their knowledge of drug and alcohol misuse. We seek to improve their physical and mental well-being and to positively change their lives.

Concerned Others' Service: Carers can take up to 7 years to seek help. They present with mental and physical ill health and are traumatised; their lives often controlled by the addict in their home. The service provides 1:1 support and an educational/therapeutic peer support groups aimed at any family members with a loved one who is misusing drugs or alcohol. We improve their self-confidence, wellbeing, knowledge, awareness and understanding of substance misuse to improve their resilience and ability to cope, thereby improving their capacity to protect other family members.

Children and Young People Services: We support children aged between 5 and 13 years old. In 2019-2020, 50% of our children were aged 8 and under. Our structured programme of 1:1 sessions are delivered within the safety of the child's school. The young people are vulnerable, living with the adverse impact of drug and alcohol addiction at home; they are at risk of being drawn into addiction or used to distribute drugs.

Professional Services: We developed a training programme aimed at teachers who are working with families negatively impacted by substance misuse during the pandemic. The programme came about through a request for help from a headteacher of a local primary school who predicts that between 15% and 20% of the children in her school are living with some kind of parental or familial substance misuse. We believe these percentages are similar across the board and this is not an isolated situation. The pilot was a huge success and we now offer this training to schools.

Due to interest and demand we have adapted the programme and will be providing training to other professionals and organisations who work with people with substance misuse issues. For small organisations and charities like ours we are looking into setting up training swaps to help make good use of limited resources, and for larger organisations and professional bodies we will charge a fee for the training which will help generate income to feed back into Hawkspring services.

Children and Young People's Groups:

Vaping Education Programme: Our Senior CABS (Children Affected By Substances) Practitioner has worked in partnership with the Lead Youth Worker from HWCP (Hartcliffe and Withywood Community Partnership) to develop an educational programme aimed at children in primary schools who have taken up vaping. We were approached by a local primary school who were finding children as young as 8 using vapes with nicotine. This programme will be provided to children who are already known by the school to be using vapes; the programme was interactive, educational and empowering and we will be offering this to other schools we work with.

Prefects Programme: We have designed and implemented a new pilot programme for secondary schools, called the Prefects Programme. The purpose of this programme is to train and support year 10 and 11 pupils to be a point of access for other pupils, who might have questions or concerns about substances, alcohol, vaping and smoking etc. This programme provides a bridge for young people to access advice around topics that they might not feel able to address with a teacher or other adult. There are some cases where young people may have concerns about getting others into trouble, whether that be peers or family members. The prefect programme offers a safe place for young people to have their questions answered. The prefects are given ongoing support from Hawkspring and the school, and the training and responsibility they receive through the programme is beneficial to them as they progress into adulthood and positions of responsibility in the future.

Adult Services Groups:

Freedom Programme: Our Senior D&A (Drug and Alcohol) Practitioner developed a group programme for women from who are recovery and carers clients which combines The Freedom Programme and an addiction and substance misuse educational programme. A large number of our clients across all services are impacted by domestic violence and it is something that often goes hand in hand with substance misuse. By offering this unique and combined programme, we are able to deepen our support and impact, reaching more people. The programme has been running successfully with demand for it increasing and a growing waiting list.

Kick Start: We have created a new weekly drop-in session for people who are on the waiting list, called the Kick-Start Group. The idea behind this is to provide some support to people whilst they are waiting for access to our full service, and ensure that a momentum is kept up between them contacting us and receiving our full support service. When people make the big, and sometimes very difficult, step to reach out for support, it can be counter-productive for their recovery and wellbeing to then be left without contact whilst waiting to reach the top of our waiting list. This group gives people the opportunity to have regular contact with Hawkspring, and access to advice and resources in advance of the commencement of their personal support programme. With recovery waiting lists at an all time high, the need for this group has significantly increased. In addition to this group, we offer fortnightly check in call to clients, so that we can keep in touch with them whilst they are on the waiting list.

Covid: Following the ending of Covid-restrictions, we had a phased return to office working with all staff now working predominantly in the office or in schools. Whilst face-to-face support remains the preferred method for service delivery, we are continuing to offer remote support as an option, as it makes our services more widely accessible. This is a positive outcome, arising from adaptations that we, along with all organisations, had to make whilst covid restrictions were ongoing.

By offering the online option, it removes barriers, such as allowing working people to minimise the impact on their working day by eliminating travel time, removing travel costs and saving people potentially difficult journeys on public transport.

Remote support is offered by way of video or telephone, but we do encourage video sessions, as they allow more effective human connection and retain many of the benefits of in-person sessions. To help enable people to access remote support, we are offering an informal video taster-session and support to learn to use the software if needed, so that people can try it out before making a decision as to which platform they would like to use.

The largest proportion of our clients are resident in Hartcliffe and Withywood; areas which continue to suffer with extremely high levels of deprivation and associated issues, including technology poverty. <https://app.powerbi.com/view?r=eyJrJoiOGJkZDc5ODMtYmQ2YS00NWZhLTlmYTMTMGUwNzcyMDYxZmRmliwidCI6IjYzNzhN2E1LTBmMjEtNDQ4Mi1hZWUwLTg5N2ViN2RlMzMxZiJ9> – Bristol City Council local area deprivation data, showing that these local areas are amongst the most deprived.

Other achievements:

Despite the cost of living crisis, and various organisational challenges, the Hawkspring team supported a total of 274 people through our intensive services.

We have built on existing and new relationships with more schools, including Fair Furlong (Primary), Shirehampton (Primary), Oasis Connaught (Primary), Compass Point (Primary), Ashton Gate (Primary), Westham Lane (Primary), Stoke Park (Primary), St Brendan's College (6 Form), Bedminster Down (Secondary), and Merchants Academy (Primary and Secondary).

We became aware that there were sometimes situations where children who needed to access our services were not being referred, due to the referral fees that we charged to referring bodies, such as schools and social services. We have been able to remove the fees, and therefore any barriers to children being referred into our services and as a result have seen a sharp rise in the number of referrals.

There are now several more schools who have requested our support.

Practitioners – Additional staffing: In 2022 we carried out a comprehensive review to identify risks to the organisation and are now in the process of addressing these issues to mitigate any risks. One of the risks we identified was that due to our small size, we had very few people able to deliver our specialist services that we have developed over many years, and it is essential that the knowledge and learning we have built up is not lost. We therefore recruited and trained four new part-time practitioners, who are working across our three services. They are receiving extensive support, training and mentoring from our two senior practitioners, and we are seeing excellent progress and very positive client outcomes.

Monitoring: We measure a range of indicators and monitor the changes from start and end of service including: abstinence; reduction in use of substances/alcohol; mental and physical health; reduced isolation; improved social lives/relationships; ability to cope, build resilience and reduce the impact of lapses/relapses; improved self-confidence; improved life skills; and improved overall wellbeing. We actively seek client feedback which we collaborate and review. This feeds into our continuous efforts to improve our services and ensure we are always meeting the needs of the people with whom we are working, so far as possible. We also monitor demographics and record equalities data, which helps us to ensure that we are effectively catering to, and reaching, all sections of the community. It also provides insights into changing or emerging patterns and trends, which we can then use to inform our service delivery.

We are currently in the process of moving from paper files to an electronic database, which we are setting up to gather further detailed information which will help us to continue to improve our services and to more effectively process statistics and data. The electronic database will also help us to continue to meet the requirements of the GDPR.

We maintain case files for each client, recording notes from each one-to-one session, and have reflective practice and supervision sessions where we share learning and reflect on particular issues.

We have provided other means of support:

- During the summer of 2022, we continued to provide support to some Hawkspring children and their families across the summer holidays. The parents/guardians also received support and advice over this period.
- In December 2022 we arranged a Christmas boat trip for the children we support. The children had a day out in the city centre, a boat ride where we met Santa and he gave them each a gift.
- In December 2022 we distributed 75 Christmas hampers and presents, donated by Lloyds Foundation, to children and families who otherwise would have had nothing at Christmas.

What People Say About Us

Children

- *"The best day ever"* - Children and Young People's Client, about the boat trip
- *"It's changed me because I have had a lot of difficulties in my life and I believe in myself now instead of just being -- me."*
- *"It helps me with my anger at home, at school."*
- *"I don't live with my mum and dad 'cos they have drug addiction."*

Concerned Others

- *"Without the guidance from Hawkspring I wouldn't have known the best way to handle my son's addiction, but their experience of such matters helped me make good decisions for me, my son and my wellbeing. Thank you so much for your help and direction."* - Concerned Others Client
- *"I have grown as a mother, grandmother and person who has developed strategies to move forward on a day to day basis. Our lives are so much better now as a result of this support."*
- *"You provided me with support so that I could support my son through a very difficult and dangerous part of his life."*
- *"My daughters were dangerously ill but Hawkspring gave me my daughters back. I can't thank them enough."*

Recovery

- *"Hawkspring and it's staff is a lifeline for people in the local community to turn to for help. For that I thank you."* Recovery Client
- *"I would have died without the help I got from Hawkspring, I wouldn't have got my liver transplant if I did not work with Hawkspring and if they did not keep in touch with the alcohol nurse at the hospital."* Recovery Client
- *"I couldn't have got to 5 months sober without the help of Hawkspring."*
- *"I was given a number of tools and techniques to help me manage my usage and think about consequences. What was very useful was a tool to delay my daily usage, which helped me to start reducing down."*
- *"I was warned by my doctor that if I didn't get help fast, I could be dead in months. I was seriously declining because of the high levels of alcohol I had been drinking over many years. Hawkspring supported me to reduce my use to a level that was safe enough to start a detox."*

Partners and stakeholders

- **Health professional:** *“Hawkspring is a locality service and as such gives us an insight into the working of that community. They are well respected and have a history in the community. Their engagement with young people is excellent and they help young people access our specialist service. They work closely with parents and carers, and are accessible and responsive to need.”*
- **Local organisation:** *“It’s vital to have community-based services as people may not be able to get to city services. The Hawkspring services are well respected by professionals and residents alike, and network well to let everyone know what’s happening.”*
- **University Hospitals Bristol NHS Foundation Trust (Alcohol CNS):** *“As a team we refer lots of patients to services and we don’t always see the patients again to get feedback but I would definitely say as would the rest of the team, that we have received good feedback from patients who have attended Hawkspring.”*
- **Local GP Practice:** *“All the work of Hawkspring is both recognised and used and is greatly valued by the practice. The most particular benefit seen by us is the work done with families.”*
- **Primary school teacher:** *“Teachers lack the expertise and time to give 1-1 support of this nature to pupils, extremely valuable resource”*

What’s Next

We will continue to provide our core services to our consistently high standards, with the ongoing aims of expanding and increasing our capacity to meet the ever-increasing need.

We will be expanding our support in schools, offering a complete support package for school communities which consists of:

- One to one therapeutic support sessions in school for children affected by substances;
- Training for staff and teachers;
- Specific targeted group work with children e.g. vaping education group;
- Positive activities for children;
- Drug and alcohol educational sessions for key stage 3 children;
- Work experience opportunities for young people; and
- D&A Practitioner offering one to one and group support sessions for parents from within the school.

Through offering the parents support in the school we hope this will help overcome several barriers. The parents will be able to access support in school time, The support will be local, helping to overcoming issues such as transport to and from appointments, and parents won’t have to be seen going in and out of a drug and alcohol support service which can act as a barrier for some.

Financial Review

Fundraising Strategy

In 2022-23, we had a successful fundraising year, continuing to consolidate and expand our activities. We are grateful to all our funders and donors, in particular John James Bristol Foundation, Trusthouse, Tudor Trust, Lloyds Bank Foundation, Henry Smith Charity, and Garfield Weston Foundation who have helped us sustain a solid platform and made it possible to offer the life changing support we provide. We hope to continue working with these wonderful organisations.

We have a new and ambitious fundraising strategy, which includes seeking out new donors, grant-making trusts and corporate sponsors, including the following:

- We have invested in Funds Online Database subscriptions, to help us identify, and apply to, many new organisations and businesses;
- We have had an extremely generous grant from Garrett Creative, a design and marketing agency local to Bristol, who is providing us with £20,000 worth of website, social media and promotional materials work. They are providing Hawkspring with a complete rebrand and new website, which will improve the public image of Hawkspring, by promoting and sharing the work that we do, our expertise and experience, and therefore be invaluable in our fundraising efforts.
- We are expanding our professional training courses and workshops, with the aim of creating a new income stream through offering these as a paid-for service to other professionals and organisations;
- We are forging partnerships with more schools, from which we are paid to provide some of our children's services, via the pupil premium that schools receive for eligible pupils. This will enable us to expand our children's services and increase capacity in the team.

Reserves Policy

The trustees have established a policy whereby the unrestricted funds not earmarked for future activities should be between 3 and 6 months of resources expended, which equates to between £65,000 and £130,000. At the balance sheet date free reserves amounted to £83,720 (2022 £78,660). Four designated reserve funds have been set up: a Staff Notice fund (£27,000 [2022 £27,000]) to cover salaries paid during notice of redundancy; a Closing Costs fund (£2,000 [2022 £2,000]) to cover contractual payments in the event of closure; a Redundancy fund (£32,000 [2022 £32,000]) to cover statutory redundancy payments; and a general Reserves fund to cover running costs for up to 6 months. As the free reserves are below the target level, the latter fund is not at the desired level, and the balance of this fund at 31st March 2023 is £3,000 [2022 £3,000].

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2023 was 5 (2022 - 5). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 3rd October 2023 and signed on their behalf by



.....
Katie Hipkiss (trustee)



.....
Terry Wright (trustee)

Independent Examiner's report to the trustees of Hawkspring

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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:

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.



6th October 2023

Dick Maule FCA
The Cross House
South Woodchester
GL5 5EL

Hawkspring

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2023

		Restricted funds 2023	Unrestricted funds 2023	Total funds 2023	Total funds 2022
					[See Note 12]
	Notes	£	£	£	£
Income					
Donations	[2]	-	2,379	2,379	6,726
Charitable activities	[3]	116,801	154,969	271,770	304,631
Investments		-	-	-	-
Total Income		116,801	157,348	274,149	311,357
Expenditure					
Costs of raising funds	[4]	6,975	-	6,975	13,238
Charitable activities	[5]	157,201	153,734	310,935	272,574
Total Expenditure		164,176	153,734	317,910	285,811
Net Income / (Expenditure)		(47,375)	3,614	(43,761)	25,546
Transfers between funds		-	-	-	-
Net Movement in Funds		(47,375)	3,614	(43,761)	25,546
Total funds brought forward		100,051	81,408	181,459	155,914
Total funds carried forward		52,676	85,022	137,698	181,459

Hawkspring
Balance Sheet
As at 31st March 2023

Company no. 05138449
Charity no. 1120320

	Notes	2023 £	2022 £
Fixed Assets	[6]	-	-
Current Assets			
Cash at bank and on hand		135,600	177,499
Debtors and prepayments	[7]	9,545	13,040
		145,144	190,539
Current Liabilities			
Creditors and accruals	[8]	7,446	9,080
Net Current Assets		137,698	181,459
Net Assets		137,698	181,459

Statement of funds

Unrestricted funds:

General funds	[9]	19,720	14,659
Designated funds	[9]	65,302	66,749

Restricted funds	[9]	52,676	100,051
		137,698	181,459

- For the year ending 31st March 2023 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 3rd October 2023
and signed on its behalf by



Katie Hipkiss
Trustee



Terry Wright
Trustee

Hawkspring

Notes to the Accounts

Year to 31st March 2023

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Hawkspring Ltd 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 note(s).

(b) Preparation of the accounts on a going concern basis

The charity recorded a small surplus on unrestricted funds during the year, and each year expenditure is budgeted according to the available funding. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

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

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 50% per annum on the straight line method. Individual items costing less than £1,000 are not treated as fixed assets.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2023

	Restricted 2023	Unrestricted 2023	Total 2023	Restricted 2022	Unrestricted 2022	Total 2022
	£	£	£	£	£	£
[2] <u>Income from donations</u>						
Individual donations	-	1,700	1,700	300	2,703	3,003
Trusts and corporate donations	-	-	-	3,000	-	3,000
Gift Aid	-	679	679	-	723	723
	-	2,379	2,379	3,300	3,426	6,726

	Restricted 2023	Unrestricted 2023	Total 2023	Restricted 2022	Unrestricted 2022	Total 2022
	£	£	£	£	£	£
[3] <u>Income from charitable activities</u>						
Grants	114,801	154,969	269,770	155,327	145,264	300,591
Fees income	2,000	-	2,000	4,040	-	4,040
	116,801	154,969	271,770	159,367	145,264	304,631

The charity received no government grants during the year (2022 £4,343).

	Restricted 2023	Unrestricted 2023	Total 2023	Restricted 2022	Unrestricted 2022	Total 2022
	£	£	£	£	£	£
[4] <u>Analysis of fundraising costs</u>						
Fees to fundraiser	6,975	-	6,975	13,238	-	13,238
	6,975	-	6,975	13,238	-	13,238

[5] Analysis of expenditure on charitable activities

	Supporting Family Members 2023	Supporting Recovery 2023	Total 2023	Supporting Family Members 2022	Supporting Recovery 2022	Total 2022
	£	£	£	£	£	£
<u>Direct costs:</u>						
External supervision	426	534	960	413	587	1,000
Activities costs	780	-	780	656	13	669
Salaries	54,665	139,492	194,157	42,274	126,546	168,820
Recruitment	43	4,648	4,691	66	5,096	5,162
Staff training and wellbeing	1,319	1,210	2,529	470	3,660	4,131
Travel	743	7	750	500	-	500
Volunteer expenses	16	34	50	12	49	62
Total Direct Costs	57,992	145,926	203,918	44,392	135,952	180,343
<u>Support costs:</u>						
Bank charges	6	26	32	6	25	31
Repairs and renewals	1,804	1,286	3,090	150	646	796
Insurance	364	923	1,287	249	882	1,131
Postage, printing and stationery	1,540	1,391	2,931	508	1,781	2,289
Professional fees	2,116	6,601	8,717	6,790	22,960	29,750
Fee for independent examination	116	410	525	83	293	375
Publicity	-	-	-	23	81	104
Refreshments	305	642	947	32	119	151
Rent, rates and room hire	8,411	5,392	13,803	2,057	7,179	9,236
Salaries	20,688	47,056	67,744	9,555	34,619	44,174
Severance payment	-	3,436	3,436	-	-	-
Computer software	306	758	1,064	256	908	1,164
Subscriptions	22	68	90	387	700	1,088
Telephone	1,305	738	2,043	367	1,201	1,568
Utilities	349	865	1,214	83	292	375
Sundry expenses	23	72	95	-	-	-
Total Support Costs	37,354	69,663	107,017	20,545	71,685	92,231
Total Expenditure	95,346	215,589	310,935	64,937	207,637	272,574

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2023

[5] Analysis of expenditure on charitable activities (continued)

Support costs that do not relate specifically to one charitable activity are apportioned according to the staff time spent on each activity.

[6] Tangible Fixed Assets

	Fixtures & fittings 2023 £	Office Equipment 2023 £	Total 2023 £
<u>Cost</u>			
Opening balance	181	3,754	3,935
Additions during the year	-	-	-
	181	3,754	3,935
<u>Depreciation</u>			
Opening balance	181	3,754	3,935
Charge for the year	-	-	-
	181	3,754	3,935
Net Book Value at 31/03/23:	-	-	-
Net Book Value at 31/03/22:	-	-	-

[7] Debtors and prepayments

	2023 £	2022 £
Trade debtors	9,163	12,558
Prepayments	381	483
	9,545	13,040

[8] Creditors

	2023 £	2022 £
Amounts due within 12 months:		
Trade creditors	1,819	681
PAYE & National Insurance	3,890	3,972
Accrued staff holiday pay	1,214	3,904
Accruals	522	522
	7,446	9,080

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2023

[9] <u>Movements in funds</u> [for previous year, see Note 12]	Balance at 31/03/2022	Income	Expenditure	Transfers between funds	Balance at 31/03/2023
	£	£	£	£	£
<u>Restricted Funds</u>					
Family Members	54,726	67,001	(99,711)	-	22,016
Recovery Service	45,325	49,800	(64,465)	-	30,660
Total Restricted Funds:	100,051	116,801	(164,176)	-	52,676
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	27,000	-	-	-	27,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	32,000	-	-	-	32,000
Reserves fund	3,000	-	-	-	3,000
DHI fund	2,749	154,969	(156,416)	-	1,302
Total Designated Funds:	66,749	154,969	(156,416)	-	65,302
<u>General Funds</u>	14,659	2,379	2,682	-	19,720
Total Unrestricted Funds:	81,408	157,348	(153,734)	-	85,022
<u>Total Funds:</u>	181,459	274,149	(317,910)	-	137,698

The Family Members fund exists to provide help and support to those caring for addicts, and those living with them.
The Recovery Service fund exists to provide help and support to recovering addicts.
The Staff Notice fund is to pay notice periods at current levels of pay for all staff in case of closure.
The Closing Costs fund exists to ensure sufficient funds to pay liabilities and winding up costs in the event of closure.
The Redundancy fund is set at a level sufficient to pay statutory redundancy pay for all staff in case of closure.
The Reserves fund exists to enable the organisation to continue in the event of a significant drop in funding.
The DHI fund relates to a contract called "Developing Health and Independence". The unspent funds at the end of the year are earmarked for the continuation of the project during 2023-24.

[10] Payments to trustees and related party transactions

The trustees received no remuneration or expenses payments during the year (2022 nil).
One trustee made donations totalling £240 to the charity during the year (2022 £240 from one trustee).
There were no other related party transactions during the year.

[11] <u>Staff costs</u>	2023	2022
	£	£
Wages and salaries	240,593	196,735
Employer's National Insurance	14,249	10,266
Employer pension contributions	7,059	5,993
	261,901	212,994

The average number of staff employed during the year was 13.5 (2022: 11.4) and the average full time equivalent number of posts was 8.7 (2022: 8.1). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £nil (2022 nil). The total fees paid to key management personnel during the year was £38,368 (2022 £26,475).

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2023

[12] Detailed comparison with previous year

<u>Statement of Financial Activities</u>		Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	
	Notes				
Income					
Donations	[2]	3,300	3,426	6,726	
Charitable activities	[3]	159,367	145,264	304,631	
Investments		-	-	-	
Total Income		162,667	148,690	311,357	
Expenditure					
Costs of raising funds	[4]	13,238	-	13,238	
Charitable activities	[5]	129,748	142,826	272,574	
Total Expenditure		142,986	142,826	285,811	
Net Income / (Expenditure)		19,681	5,865	25,546	
Transfers between funds		-	-	-	
Net Movement in Funds		19,681	5,865	25,546	
Total funds brought forward		80,370	75,544	155,914	
Total funds carried forward		100,051	81,408	181,459	
<u>Movements in funds</u>	Balance at 31/03/2021	Income	Expenditure	Transfers between funds	Balance at 31/03/2022
<u>Restricted Funds</u>	£	£	£	£	£
Family Members	48,883	77,340	(71,496)	-	54,726
Recovery Service	31,487	85,327	(71,489)	-	45,325
Total Restricted Funds:	80,370	162,667	(142,986)	-	100,051
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	24,000	-	-	3,000	27,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	29,000	-	-	3,000	32,000
Reserves fund	3,000	-	-	-	3,000
DHI fund	1,911	140,921	(140,083)	-	2,749
Staff wellbeing fund	2,000	-	(2,000)	-	-
Total Designated Funds:	61,911	140,921	(142,083)	6,000	66,749
<u>General Funds</u>	13,633	7,769	(742)	(6,000)	14,659
Total Unrestricted Funds:	75,544	148,690	(142,826)	-	81,408
Total Funds:	155,914	311,357	(285,811)	-	181,459

HAWKSPRING

England & Wales - Charity number 1120320

Accounts



Supporting drug and
alcohol recovery

www.hawkspring.org.uk

Trustees' Report and Financial Statements for the year ended 31st March 2022

Charity number 1120320
Company Number 05138449

@symes Community Building
Peterson Avenue, Hartcliffe
Bristol BS13 0BE

E info@hawkspring.org.uk
T 0117 964 2859
F 01179784240

Registered Company no: 5138449

Registered Charity no: 1120320

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements of Hawkspring for the year ended 31st March 2022.

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Reference and Administrative Information

Charity Name:	Hawkspring
Charity Registration Number:	1120320
Company Registration Number:	5138449
Registered Office /Operational address:	@symes Community Building, Peterson Avenue, Hartcliffe, Bristol BS13 0BE
Trustees 2021 - 2022:	Katie Hipkiss (Chair) Terry Wright (Vice Chair) Derek Pickup Mark Brain Paul Goggin Patricia Willis (appointed 19/11/21)

Structure, Governance & Management

Governing Document

The organisation is a registered charity and a company limited by guarantee. Established in 2002, it was incorporated on 26th May 2004 and registered as a charity on 27th July 2007. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed under its Articles of Association. These were updated in November 2013 to reflect the current purposes of the organisation, in agreement with the Charity commission and Companies House.

The trustees of the Charity, who are also the Directors of the Company for the purposes of Company Law, exercise all the powers of the Charity and Company. The Board of Trustees meets monthly and is responsible for the strategic direction and policy of the charity. They delegate responsibility for the day to day running of the charity to the Chief Executive Officer, Carolyn Purcell (until March 2022), and Chloe Duff thereafter.

Recruitment and Appointment of Trustees

Under the articles one-third of the members of the board retire from office each year by rotation and are eligible for re-election. The composition of the board is such that it seeks to ensure that the needs of its client group are appropriately reflected through the diversity of those appointed. The board seeks to ensure the right set of appropriate skills and knowledge required to take the organisation through its next phase of development. In order to maintain this broad mix of experience and skills the board undertakes a regular skills audit and potential trustees are identified and invited to offer themselves for appointment.

Objects and Activities

Charitable Objects

To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse.

To preserve the good mental health of relatives and carers of the people who misuse drugs, alcohol and other substances by the provision of information and support.

To relieve sickness and distress amongst persons who are dependent on drugs, alcohol and other substances by supporting the rehabilitation of such persons.

Our values

- Innovation: We maintain a cutting edge approach to our service delivery.
- Client-centred: We offer flexible services that provide choice and ease of access.
- Quality: We use evidenced based models of treatment.
- Engagement: We involve service users, the community and our partners, and use their feedback to develop our services.

How our activities deliver public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The public benefit provided by the charity is detailed below, with specific outcomes listed in the section "Achievements and Performance".

About Hawkspring

Hawkspring is a registered charity and company limited by guarantee. We are a community rooted organisation based in Hartcliffe, South Bristol, an area that is within the worst 1% of deprivation in England and Wales. Hawkspring (originally Hawks) was established in Bristol in 2002 to address the needs of people affected by substance misuse and addiction within the family and community. It was born out of a community need and started by local residents who were concerned about addiction within their families and community. Our work with vulnerable children began after local police on drug raids, were appalled by the neglectful conditions young children were living in. At that time there was nowhere for local families to turn to for support. In 2013, Hawks merged with Kwads, another South Bristol charity and changed its name to Hawkspring. The merger gave rise to our unique whole family approach and over the last 7 years we have developed that model with impressive results.

Our clients are the true hidden harm of substance misuse and our work combines prevention, treatment and education for people aged 5 to pensioners. These families are often leading chaotic lives and they face complex issues in addition to the addiction in their homes and in their communities: carers struggle in isolation and children feel alone, afraid and stigmatised. Individuals misusing come to us in crisis.

They have complex issues including mental ill-health, debt and food poverty. Through our accessible local services, we aim to lessen the negative impact of drug and alcohol misuse on vulnerable individuals, families and the community. We are the only service in Bristol offering specialist support of this kind to primary school aged children.

What we aim to achieve

To create communities where people live free from the damage caused by drugs and alcohol misuse, and are leading fulfilling, healthy lives.

We seek to make a difference to the community by:

- Reducing the negative impact of drugs and alcohol on families;
- Relieve the sickness and distress caused by substance misuse;
- Tackle the stigma and discrimination these families and community experience;
- Encourage families and friends to believe that they can change their lives and the lives of their loved ones for the better.

We also support professionals, providing them with information and advice. We give talks and presentations, raising awareness of our work, and creating joint referral systems.

Our response to local issues and needs

We operate services from the @symes Community Building in a busy shopping area in Hartcliffe. 87% of our clients come from the South Bristol wards of Hartcliffe and Withywood, Filwood and Knowle, Hengrove and Whitchurch Park, an area with a population of around 70,000.

Bristol City Council's 2019 report 'Deprivation in Bristol' identifies that the 10 most deprived neighbourhoods in Bristol are all in the South Bristol areas of Hartcliffe, Whitchurch Park and Knowle West. The 'State of Bristol' 2018/19 report, highlights the disparities across the city, including life expectancy. Our marginalised community suffers from chronic social problems and challenges, many of the issues are inter-generational, leading to a sense of hopelessness and stigmatisation:

- 1 in 3 has no qualifications;
- social housing accounts for two thirds of provision;
- child poverty is the highest in Bristol;
- heart disease, stroke and cancer rates are higher than city averages as is child mental ill health;

- substance misuse and associated crime is a significant problem for the area – negatively impacting on community cohesion, safety and economic development.
- People tend not to travel out of their community and many children have never visited the centre of the city they live in.

Since the emergence of the pandemic the situation has deteriorated; even before the pandemic we had food poverty, technology poverty and local services moving away to the centre of the city. We have since been aware of increased mental illness, with some of our clients experiencing suicidal thoughts.

Our pioneering 'whole family approach' was born out of our understanding of our community and our clients; the challenges they face and the solutions that work for them. With their feedback and involvement, we have continued to improve our services enabling us to bring about positive changes in their lives. We take a holistic approach proven to facilitate recovery, prevent relapses, and improve family relationships, support carers and other family members, including children.

We are increasingly within a rare breed of organisations which provide intensive and long-term support. We also are adaptable and flexible, putting the individual at the heart of what we do. It is this approach, together with intensive support via our structured 1:1s, that enables us to achieve what we do.

In February 2018, we entered a specific partnership with a larger regional charity to provide a conjoined recovery project in South Bristol. The partnering contract was signed in August 2018 and 4 Hawkspring staff were recruited between October 2018 and January 2019. The South Hub team is made up of DHI employees, including a team leader, and Hawkspring Recovery Support Workers. This recovery only service is complementary to that of the core Hawkspring team. For Hawkspring, this is akin to a 'stand alone' project.

Achievements and Performance

Our Services

We offer three main programmes of support and as an expansion of these services, we now offer some additional services for professionals, and are piloting new projects with clients.

Complex Needs Recovery Service: provides treatment and intensive support for those misusing drugs and alcohol. This offers clients greater flexibility and choice, and urgent and/or longer support. We provide them with information and increase their knowledge of drug and alcohol misuse. We seek to improve their physical and mental well-being and to positively change their lives.

Carers Service: Carers can take up to 7 years to seek help. They present with mental and physical ill health and are traumatised; their lives often controlled by the addict in their home. The service provides 1:1 support and an educational/therapeutic peer support groups aimed at any family members with a loved one who is misusing drugs or alcohol. We improve their self-confidence, wellbeing, knowledge, awareness and understanding of substance misuse to improve their resilience and ability to cope, thereby improving their capacity to protect other family members.

Children and Young People Services: We support children aged between 5 and 13 years old. In 2019-2020, 50% of our children were aged 8 and under. Our structured programme of 1:1 sessions is delivered mainly within the school environment. The young people are vulnerable, living with the adverse impact of drug and alcohol addiction at home; they are at risk of being drawn into addiction or used to distribute drugs.

Professional Services: We developed a training programme aimed at teachers who are working with families negatively

impacted by substance misuse during the pandemic. The programme came about through a request for help from a headteacher of a local primary school who predicts that between 15% and 20% of the children in her school are living with some kind of parental or familial substance misuse. We believe these percentages are similar across the board and this is not an isolated situation. The pilot was a huge success and will now be rolling the training out in other local schools.

Due to interest and demand we have adapted the programme and will be providing training to other professionals and organisations who work with people with substance misuse issues. For small organisations and charities like ours we are looking into setting up training swaps to help make good use of limited resources, and for larger organisations and professional bodies we will charge a fee for the training which will help generate income to feed back into Hawkspring services.

Pilot Projects: We have two new pilot projects ready to be delivered:

Our Senior CABS (Children Affected By Substances) Practitioner has worked in partnership with the Lead Youth Worker from HWCP (Hartcliffe and Withywood Community Partnership) to develop an educational programme aimed at children in primary schools who have taken up vaping. We were approached by a local primary school who were finding children as young as 8 using vapes with nicotine. This programme will be provided to children who are already known by the school to be using vapes and will be interactive, educational and empowering.

Our Senior D&A (Drug and Alcohol) Practitioner has developed a group programme for our recovery and carers clients which combines The Freedom Programme and an addiction and substance misuse educational programme. A large number of our clients across all services are impacted by domestic violence and it is something that often goes hand in hand with substance misuse. By offering this unique and combined programme, we will be able to deepen our support and impact, reaching more people.

Covid: Having got to a point during the pandemic where we were offering all of our services remotely, we have now been through a phased return back to in office working and are seeing a lot of our clients face to face again. It has been a positive to be able to offer support remotely and face to face, as it has made our services more inclusive and accessible and going forward we will continue to offer both options to our clients.

Other Achievements: Despite the impact of the pandemic, remote working and staff sickness, the Hawkspring team supported a total of 227 people through our intensive services.

We have built on existing and new relationships with more schools and have now got staff based in two new schools for a day each a week. There are several more schools requesting our support and have started the recruitment process for a Trainee CABS Practitioner to meet this demand.

Our employees in the South Hub partnership team supported 227 clients through a mixture of group sessions and 1-1s.

We measure a range of indicators, these are improvements in wellbeing, mental/physical health, social isolation, family life/school life and self-confidence/ability to cope. We also collect feedback from clients and stakeholders in the form of quotes and case histories (see next section).

We have provided other means of support:

- We continued to provide support to some Hawkspring children and their families across the Summer holidays. Their parent/guardians also received support and advice over this period.
- We arranged a Christmas boat trip for the children we support which unfortunately had to be cancelled because of covid but were able to rearrange this and take the children on an easter boat trip instead which was a wonderful day out.
- We distributed 75 Christmas hampers and presents donated by Lloyds Foundation to children and families who otherwise would have had nothing at Christmas.

What People Say About Us

Children

- “It’s changed me because I have had a lot of difficulties in my life and I believe in myself now instead of just being -- me.”
- “It helps me with my anger at home, at school.”
- “I don’t live with my mum and dad 'cos they have drug addiction.”

Carers

- “I have grown as a mother, grandmother and person who has developed strategies to move forward on a day to day basis. Our lives are so much better now as a result of this support.”
- “You provided me with support so that I could support my son through a very difficult and dangerous part of his life.”
- “My daughters were dangerously ill but Hawkspring gave me my daughters back. I can’t thank them enough.”

Recovery

- “I couldn’t have got to 5 months sober without the help of Hawkspring.”
- “I was given a number of tools and techniques to help me manage my usage and think about consequences. What was very useful was a tool to delay my daily usage, which helped me to start reducing down.”
- “I was warned by my doctor that if I didn’t get help fast, I could be dead in months. I was seriously declining because of the high levels of alcohol I had been drinking over many years. Hawkspring supported me to reduce my use to a level that was safe enough to start a detox.”

Partners and stakeholders

- **Health professional:** “Hawkspring is a locality service and as such gives us an insight into the working of that community. They are well respected and have a history in the community. Their engagement with young people is excellent and they help young people access our specialist service. They work closely with parents and carers, and are accessible and responsive to need”
- **Local organisation:** “It’s vital to have community-based services as people may not be able to get to city services. The Hawkspring services are well respected by professionals and residents alike, and network well to let everyone know what’s happening.”
- **University Hospitals Bristol NHS Foundation Trust (Alcohol CNS):** “As a team we refer lots of patients to services and we don’t always see the patients again to get feedback but I would definitely say as would the rest of the team, that we have received good feedback from patients who have attended Hawkspring.”
- **Local GP Practice:** “All the work of Hawkspring is both recognised and used and is greatly valued by the practice. The most particular benefit seen by us is the work done with families.”
- **Primary school teacher:** “Teachers lack the expertise and time to give 1-1 support of this nature to pupils, extremely valuable resource”

What Next

We plan to carry on providing our core services to the high standards we are extremely proud of. We will be expanding our support in schools, offering a complete support package for school communities which consists of:

- One to one therapeutic support sessions in school for children affected by substances
- Training for staff and teachers
- Specific targeted group work with children e.g. vaping education group
- Positive activities for children
- Drug and alcohol educational sessions for key stage 3 children.
- Work experience opportunities for young people
- D&A Practitioner offering one to one and group support sessions for parents from within the school

Through offering the parents support in the school we hope this will help overcome several barriers. The parents will be able to access support in school time, The support will be local, helping to overcoming issues such as transport to and from appointments, and parents won't have to be seen going in and out of a drug and alcohol support service which can act as a barrier for some.

Financial Review

Fundraising Strategy

In 2021-2022, we had a successful fundraising year, continuing to consolidate and expand our business. We are grateful to all our funders and donors, in particular John James Bristol Foundation, Trusthouse, Tudor Trust, Lloyds Bank Foundation, Henry Smith Charity, and Garfield Weston Foundation who have helped us sustain a solid platform and made it possible to offer the life changing support we provide. We hope to continue working with these wonderful organisations.

We are looking into applying for grants from some new places, as well as starting to generate some income from providing training and other services. We will also be working with some new schools, providing support for children which is paid for using the pupil premium provision. This will enable us to support more children across the city.

Reserves Policy

The trustees have established a policy whereby the unrestricted funds not earmarked for future activities should be between 3 and 6 months of resources expended, which equates to between £65,000 and £130,000. At the balance sheet date free reserves amounted to £78,660 (2021 £71,633). Four designated reserve funds have been set up: a Staff Notice fund (£27,000 [2021 £24,000]) to cover salaries paid during notice of redundancy; a Closing Costs fund (£2,000 [2021 £2,000]) to cover contractual payments in the event of closure; a Redundancy fund (£32,000 [2020 £29,000]) to cover statutory redundancy payments; and a general Reserves fund to cover running costs for up to 6 months. As the free reserves are below the target level, the latter fund is not at the desired level, and the balance of this fund at 31st March 2022 is £3,000 [2021 £3,000].

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2021 was 5 (2020 - 5). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 26th July 2022 and signed on their behalf by



Katie Hipkiss (trustee)



Terry Wright (trustee)

Independent Examiner's report to the trustees of Hawkspring

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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:

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.



27th September 2022

Dick Maule FCA
26 Florence Place
Newlyn TR18 5PT

Hawkspring

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2022

		Restricted funds 2022	Unrestricted funds 2022	Total funds 2022	Total funds 2021
					[See Note 12]
	Notes	£	£	£	£
Income					
Donations	[2]	3,300	3,426	6,726	7,968
Charitable activities	[3]	159,367	145,264	304,631	356,155
Investments		-	-	-	-
Total Income		162,667	148,690	311,357	364,124
Expenditure					
Costs of raising funds	[4]	13,238	-	13,238	12,875
Charitable activities	[5]	129,748	142,826	272,574	276,889
Total Expenditure		142,986	142,826	285,811	289,764
Net Income / (Expenditure)		19,681	5,865	25,546	74,360
Transfers between funds		-	-	-	-
Net Movement in Funds		19,681	5,865	25,546	74,360
Total funds brought forward		80,370	75,544	155,914	81,554
Total funds carried forward		100,051	81,408	181,459	155,914

Hawkspring
Balance Sheet
As at 31st March 2022

Company No: 05138449

	Notes	2022 £	2021 £
Fixed Assets	[6]	-	-
Current Assets			
Cash at bank and on hand		177,499	150,205
Debtors and prepayments	[7]	13,040	9,572
		190,539	159,777
Current Liabilities			
Creditors and accruals	[8]	9,080	3,863
Net Current Assets		181,459	155,914
Net Assets		181,459	155,914

Statement of funds

Unrestricted funds:

General funds	[9]	14,659	13,633
Designated funds	[9]	66,749	61,911

Restricted funds	[9]	100,051	80,370
		181,459	155,914

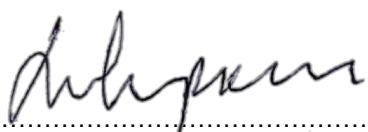
For the year ending 31st March 2022, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

Approved by the Board of Trustees on 26th July 2022
and signed on its behalf by



Katie Hipkiss
Trustee



Terry Wright
Trustee

Hawkspring

Notes to the Accounts

Year to 31st March 2022

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Hawkspring Ltd 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 note(s).

(b) Preparation of the accounts on a going concern basis

The charity recorded a small surplus on unrestricted funds during the year, and each year expenditure is budgeted according to the available funding. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

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

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 50% per annum on the straight line method. Individual items costing less than £1,000 are not treated as fixed assets.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2022

	Restricted 2022	Unrestricted 2022	Total 2022	Restricted 2021	Unrestricted 2021	Total 2021
	£	£	£	£	£	£
[2] <u>Income from donations</u>						
Individual donations	300	3,426	3,726	-	7,968	7,968
Trusts and corporate donations	3,000	-	3,000	-	-	-
	<u>3,300</u>	<u>3,426</u>	<u>6,726</u>	<u>-</u>	<u>7,968</u>	<u>7,968</u>

	Restricted 2022	Unrestricted 2022	Total 2022	Restricted 2021	Unrestricted 2021	Total 2021
	£	£	£	£	£	£
[3] <u>Income from charitable activities</u>						
Grants	155,327	145,264	300,591	188,192	10,900	199,092
Fees income	4,040	-	4,040	1,000	156,063	157,063
	<u>159,367</u>	<u>145,264</u>	<u>304,631</u>	<u>189,192</u>	<u>166,963</u>	<u>356,155</u>

The charity received a government grant of £4,343 during the year (2021 nil). This was funding from DWP for Access to Work costs. There are no unfulfilled conditions or contingencies attaching to this grant in 2021-22.

	Restricted 2022	Unrestricted 2022	Total 2022	Restricted 2021	Unrestricted 2021	Total 2021
	£	£	£	£	£	£
[4] <u>Analysis of fundraising costs</u>						
Fees to fundraiser	13,238	-	13,238	12,875	-	12,875
	<u>13,238</u>	<u>-</u>	<u>13,238</u>	<u>12,875</u>	<u>-</u>	<u>12,875</u>

	Supporting Family Members 2022	Supporting Recovery 2022	Total 2022	Supporting Family Members 2021	Supporting Recovery 2021	Total 2021
	£	£	£	£	£	£
[5] <u>Analysis of expenditure on charitable activities</u>						
<u>Direct costs:</u>						
External supervision	413	587	1,000	80	1,320	1,400
Activities costs	656	13	669	-	-	-
Salaries	42,274	126,546	168,820	39,482	144,374	183,856
Recruitment	66	5,096	5,162	11	37	48
Staff training and wellbeing	470	3,660	4,131	540	737	1,277
Travel	500	-	500	45	-	45
Volunteer expenses	12	49	62	-	-	-
	<u>44,392</u>	<u>135,952</u>	<u>180,343</u>	<u>40,158</u>	<u>146,469</u>	<u>186,626</u>
Total Direct Costs						
<u>Support costs:</u>						
Bank charges	6	25	31	4	20	24
Repairs and renewals	150	646	796	318	11,546	11,864
Insurance	249	882	1,131	212	709	920
Postage, printing and stationery	508	1,781	2,289	491	1,593	2,084
Professional fees	6,790	22,960	29,750	6,302	20,978	27,280
Fee for independent examination	83	293	375	49	326	375
Publicity	23	81	104	21	70	91
Refreshments	32	119	151	17	57	74
Rent, rates and room hire	2,057	7,179	9,236	1,826	6,446	8,271
Salaries	9,555	34,619	44,174	7,939	28,479	36,418
Computer software	256	908	1,164	146	682	828
Subscriptions	387	700	1,088	17	58	75
Telephone	367	1,201	1,568	388	1,040	1,427
Utilities	83	292	375	74	262	336
Sundry expenses	-	-	-	6	189	194
	<u>20,545</u>	<u>71,685</u>	<u>92,231</u>	<u>17,809</u>	<u>72,453</u>	<u>90,262</u>
Total Support Costs						
Total Expenditure	64,937	207,637	272,574	57,967	218,922	276,889

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2022

[5] Analysis of expenditure on charitable activities (continued)

Support costs that do not relate specifically to one charitable activity are apportioned according to the staff time spent on each activity.

[6] Tangible Fixed Assets

	Fixtures & fittings 2022 £	Office Equipment 2022 £	Total 2022 £	Fixtures & fittings 2021 £	Office Equipment 2021 £	Total 2021 £
<u>Cost</u>						
Opening balance	181	3,754	3,935	181	3,754	3,935
Additions during the year	-	-	-	-	-	-
	181	3,754	3,935	181	3,754	3,935
<u>Depreciation</u>						
Opening balance	181	3,754	3,935	181	3,754	3,935
Charge for the year	-	-	-	-	-	-
	181	3,754	3,935	181	3,754	3,935
Net Book Value at 31/03/22:	-	-	-	-	-	-

[7] Debtors and prepayments

	2022 £	2021 £
Trade debtors	12,558	9,340
Prepayments	483	232
	13,040	9,572

[8] Creditors

	2022 £	2021 £
Amounts due within 12 months:		
Trade creditors	681	179
PAYE & National Insurance	3,972	-
Accrued staff holiday pay	3,904	3,162
Accruals	522	522
	9,080	3,863

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2022

[9] <u>Movements in funds</u> [for previous year, see Note 12]	Balance at 31/03/2021	Income	Expenditure between funds	Transfers	Balance at 31/03/2022
	£	£	£	£	£
<u>Restricted Funds</u>					
Family Members	48,883	77,340	(71,496)	-	54,726
Recovery Service	31,487	85,327	(71,489)	-	45,325
Total Restricted Funds:	80,370	162,667	(142,986)	-	100,051
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	24,000	-	-	3,000	27,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	29,000	-	-	3,000	32,000
Reserves fund	3,000	-	-	-	3,000
DHI fund	1,911	140,921	(140,083)	-	2,749
Staff wellbeing fund	2,000	-	(2,000)	-	-
Total Designated Funds:	61,911	140,921	(142,083)	6,000	66,749
<u>General Funds</u>	13,633	7,769	(742)	(6,000)	14,659
Total Unrestricted Funds:	75,544	148,690	(142,826)	-	81,408
<u>Total Funds:</u>	155,914	311,357	(285,811)	-	181,459

The Family Members fund exists to provide help and support to those caring for addicts, and those living with them.
The Recovery Service fund exists to provide help and support to recovering addicts.
The Staff Notice fund is to pay notice periods at current levels of pay for all staff in case of closure.
The Closing Costs fund exists to ensure sufficient funds to pay liabilities and winding up costs in the event of closure.
The Redundancy fund is set at a level sufficient to pay statutory redundancy pay for all staff in case of closure.
The Reserves fund exists to enable the organisation to continue in the event of a significant drop in funding.
The DHI fund relates to a contract called "Developing Health and Independence". The unspent funds at the end of the year are earmarked for the continuation of the project during 2022-23.
The Staff Wellbeing fund represents an unrestricted grant from Tudor Trust.

[10] Payments to trustees and related party transactions

The trustees received no remuneration or expenses payments during the year (2021 nil).
One trustee made donations of £240 to the charity during the year (2021 £240 from one trustee).
There were no other related party transactions during the year.

[11] <u>Staff costs</u>	2022	2021
	£	£
Wages and salaries	196,735	203,472
Employer's National Insurance	10,266	10,651
Employer pension contributions	5,993	6,152
	212,994	220,274

The average number of staff employed during the year was 11.4 (2021: 11.0) and the average full time equivalent number of posts was 8.1 (2021: 7.8). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £nil (2021 nil). The total fees paid to key management personnel during the year was £26,475 (2021 £25,750).

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2022

[12] Detailed comparison with previous year

<u>Statement of Financial Activities</u>		Restricted funds	Unrestricted funds	Total funds
	Notes	2021	2021	2021
		£	£	£
Income				
Donations	[2]	-	7,968	7,968
Charitable activities	[3]	189,192	166,963	356,155
Investments		-	-	-
Total Income		189,192	174,932	364,124
Expenditure				
Costs of raising funds	[4]	12,875	-	12,875
Charitable activities	[5]	115,288	161,600	276,889
Total Expenditure		128,163	161,600	289,764
Net Income / (Expenditure)		61,029	13,332	74,360
Transfers between funds		-	-	-
Net Movement in Funds		61,029	13,332	74,360
Total funds brought forward		19,341	62,212	81,554
Total funds carried forward		80,370	75,544	155,914
<u>Movements in funds</u>	Balance at			Balance at
	31/03/2020	Income	Expenditure	31/03/2021
			Transfers between funds	
<u>Restricted Funds</u>	£	£	£	£
Family Members	15,038	98,250	(64,405)	48,883
Recovery Service	4,304	90,942	(63,759)	31,487
Total Restricted Funds:	19,341	189,192	(128,163)	80,370
<u>Unrestricted Funds:</u>				
Designated Funds:				
Staff notice fund	16,300	-	-	24,000
Closing costs fund	2,000	-	-	2,000
Redundancy fund	25,200	-	-	29,000
Reserves fund	2,187	-	-	3,000
DHI fund	4,048	156,063	(145,887)	1,911
Staff wellbeing fund	-	2,000	-	2,000
Total Designated Funds:	49,735	158,063	(145,887)	61,911
<u>General Funds</u>	12,478	16,868	(15,713)	13,633
Total Unrestricted Funds:	62,212	174,932	(161,600)	75,544
Total Funds:	81,554	364,124	(289,764)	155,914

HAWKSPRING

England & Wales - Charity number 1120320

Accounts



Supporting drug and
alcohol recovery

www.hawkspring.org.uk

Trustees' Report and Financial Statements for the year ended 31st March 2021

Charity number 1120320
Company Number 05138449

@symes Community Building
Peterson Avenue, Hartcliffe
Bristol BS13 0BE

E info@hawkspring.org.uk
T 0117 964 2859
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Registered Company no: 5138449 Registered Charity no: 1120320

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements of Hawkspring for the year ended 31st March 2021.

Contents

2	Reference and Administrative Information
3	Structure, Governance and Management
3	Objects and Activities
4	About Hawkspring
5	Achievements and Performance
7	Financial Review
8	Statement of Responsibilities of Trustees
9	Independent Examiner's Report
10	Statement of Financial Activities
11	Balance Sheet
12	Notes to the Accounts

Reference and Administrative Information

Charity Name:	Hawkspring
Charity Registration Number:	1120320
Company Registration Number:	5138449
Registered Office /Operational address:	@symes Community Building, Peterson Avenue, Hartcliffe, Bristol BS13 0BE
Trustees 2020 - 2021:	Katie Hipkiss (Chair) Terry Wright (Vice Chair) Derek Pickup Mark Brain Paul Goggin

Structure, Governance & Management

Governing Document

The organisation is a registered charity and a company limited by guarantee. Established in 2002, it was incorporated on 26th May 2004 and registered as a charity on 27th July 2007. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed under its Articles of Association. These were updated in November 2013 to reflect the current purposes of the organisation, in agreement with the Charity Commission and Companies House.

The trustees of the Charity, who are also the Directors of the Company for the purposes of Company Law, exercise all the powers of the Charity and Company. The Board of Trustees meets monthly and is responsible for the strategic direction and policy of the charity. They delegate responsibility for the day to day running of the charity to the Chief Executive Officer, Carolyn Purcell.

Recruitment and Appointment of Trustees

Under the articles one-third of the members of the board retire from office each year by rotation and are eligible for re-election. The composition of the board is such that it seeks to ensure that the needs of its client group are appropriately reflected through the diversity of those appointed. The board seeks to ensure the right set of appropriate skills and knowledge required to take the organisation through its next phase of development. In order to maintain this broad mix of experience and skills the board undertakes a regular skills audit and potential trustees are identified and invited to offer themselves for appointment.

Objects and Activities

Charitable Objects

To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse.

To preserve the good mental health of relatives and carers of the people who misuse drugs, alcohol and other substances by the provision of information and support.

To relieve sickness and distress amongst persons who are dependent on drugs, alcohol and other substances by supporting the rehabilitation of such persons.

Our values

- Innovation: We maintain a cutting edge approach to our service delivery.
- Client-centred: We offer flexible services that provide choice and ease of access.
- Quality: We use evidenced based models of treatment.
- Engagement: We involve service users, the community and our partners, and use their feedback to develop our services.

How our activities deliver public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The public benefit provided by the charity is detailed below, with specific outcomes listed in the section "Achievements and Performance".

About Hawkspring

Hawkspring is a registered charity and company limited by guarantee. We are a community rooted organisation based in Hartcliffe, South Bristol, an area that is within the worst 1% of deprivation in England and Wales. Hawkspring (originally Hawks) was established in Bristol in 2002 to address the needs of people affected by substance misuse and addiction within the family and community. It was born out of a community need and started by local residents who were concerned about addiction within their families and community. Our work with vulnerable children began after local police on drug raids, were appalled by the neglectful conditions young children were living in. At that time there was nowhere for local families to turn to for support. In 2013, Hawks merged with Kwads, another South Bristol charity and changed its name to Hawkspring. The merger gave rise to our unique whole family approach and over the last 7 years we have developed that model with impressive results.

Our clients are the true hidden harm of substance misuse and our work combines prevention, treatment and education for people aged 5 to pensioners. These families are often leading chaotic lives and they face complex issues in addition to the addiction in their homes and in their communities: carers struggle in isolation and children feel alone, afraid and stigmatised. Individuals misusing come to us in crisis.

They have complex issues including mental ill-health, debt and food poverty. Through our accessible local services, we aim to lessen the negative impact of drug and alcohol misuse on vulnerable individuals, families and the community. We are the only service in Bristol offering specialist support of this kind to primary school aged children.

What we aim to achieve

To create communities where people live free from the damage caused by drugs and alcohol misuse, and are leading fulfilling, healthy lives.

We seek to make a difference to the community by:

- Reducing the negative impact of drugs and alcohol on families;
- Relieve the sickness and distress caused by substance misuse;
- Tackle the stigma and discrimination these families and community experience;
- Encourage families and friends to believe that they can change their lives and the lives of their loved ones for the better.

We also support professionals, providing them with information and advice. We give talks and presentations, raising awareness of our work, and creating joint referral systems.

Our response to local issues and needs

We operate services from the @symes Community Building in a busy shopping area in Hartcliffe. 87% of our clients come from the South Bristol wards of Hartcliffe and Withywood, Filwood and Knowle, Hengrove and Whitchurch Park, an area with a population of around 70,000.

Bristol City Council's 2019 report 'Deprivation in Bristol' identifies that the 10 most deprived neighbourhoods in Bristol are all in the South Bristol areas of Hartcliffe, Whitchurch Park and Knowle West. The 'State of Bristol' 2018/19 report, highlights the disparities across the city, including life expectancy. Our marginalised community suffers from chronic social problems and challenges, many of the issues are inter-generational, leading to a sense of hopelessness and stigmatisation:

- 1 in 3 has no qualifications;
- social housing accounts for two thirds of provision;
- child poverty is the highest in Bristol;
- heart disease, stroke and cancer rates are higher than city averages as is child mental ill health;

- substance misuse and associated crime is a significant problem for the area – negatively impacting on community cohesion, safety and economic development.
- People tend not to travel out of their community and many children have never visited the centre of the city they live in.

Since the emergence of the pandemic the situation has deteriorated; even before the pandemic we had food poverty, technology poverty and local services moving away to the centre of the city. We have since been aware of increased mental illness, with some of our clients experiencing suicidal thoughts.

Our pioneering 'whole family approach' was born out of our understanding of our community and our clients; the challenges they face and the solutions that work for them. With their feedback and involvement, we have continued to improve our services enabling us to bring about positive changes in their lives. We take a holistic approach proven to facilitate recovery, prevent relapses, and improve family relationships, support carers and other family members, including children.

We are increasingly within a rare breed of organisations which provide intensive and long-term support. We also are adaptable and flexible, putting the individual at the heart of what we do. It is this approach, together with intensive support via our structured 1:1s, that enables us to achieve what we do.

In February 2018, we entered a specific partnership with a larger regional charity to provide a conjoined recovery project in South Bristol. The partnering contract was signed in August 2018 and 4 Hawkspring staff were recruited between October 2018 and January 2019. The South Hub team is made up of DHF employees, including a team leader, and Hawkspring Recovery Support Workers. This recovery only service is complementary to that of the core Hawkspring team. For Hawkspring, this is akin to a 'stand alone' project.

Achievements and Performance

Our Services

We offer three main programmes:

Complex Needs Recovery Service: provides treatment and intensive support for those misusing drugs and alcohol. This offers clients greater flexibility and choice, and urgent and/or longer support. We provide them with information and increase their knowledge of drug and alcohol misuse. We seek to improve their physical and mental well-being and to positively change their lives.

Carers Service: Carers can take up to 7 years to seek help. They present with mental and physical ill health and are traumatised; their lives often controlled by the addict in their home. The service provides 1:1 support and an educational/therapeutic peer support groups aimed at any family members with a loved one who is misusing drugs or alcohol. We improve their self-confidence, wellbeing, knowledge, awareness and understanding of substance misuse to improve their resilience and ability to cope, thereby improving their capacity to protect other family members.

Children and Young People Services: We support children aged between 5 and 13 years old. In 2019-2020, 50% of our children were aged 8 and under. Our structured programme of 1:1 sessions is delivered mainly within the school environment. The young people are vulnerable, living with the adverse impact of drug and alcohol addiction at home; they are at risk of being drawn into addiction or used to distribute drugs.

Since the emergence of the pandemic, Hawkspring has been operating remotely. We initially contacted our clients to offer continued support and discuss their preferred method of contact. Technology poverty

is a concern within our area and many of our clients do not have access to IT equipment or smart phones. Between March and July 2020, most of our clients were being supported by phone, however we upgraded our technology and re-introduced structured 1:1s via virtual consultations where this was clients' preferred method. Since April we have supported clients who are less confident with using computer technology, teaching them how to use their mobile, tablet or laptop to access virtual 1:1s with Hawkspring.

What We Have Achieved

Despite the impact of the COVID-19 pandemic, particularly remote working and staff sickness, Hawkspring employees have supported a total of around 1250, not including professionals. The core Hawkspring team providing intensive services supported a total of 352 people, and our staff assigned to the South Hub partnership team supported an estimated 900 people through a mixture of group sessions and 1:1s.

We measure a range of indicators, these are improvements in wellbeing, mental/physical health, social isolation, family life/school life and self-confidence/ability to cope. We also collect feedback from clients and stakeholders in the form of quotes and case histories (see next section).

We have provided other means of support, additional to our core services:

- We continued to provide support to some Hawkspring children and their families across the Summer holidays. Their parent/guardians also received support and advice over this period.
- We delivered 50 Christmas hampers and presents donated by Lloyds Foundation to children and families who otherwise would have had nothing at Christmas.
- Through Hartcliffe and Withywood Community Partnership (HWCP) we delivered 17 food boxes and 17 art packs.

In 2020, we have developed a new training programme for schools, Training to Teachers, and in May our staff delivered the first session. This received positive feedback and will inform the future development and rollout of the programme.

We were successful in gaining media exposure this year, increasing the profile of Hawkspring amongst the wider population of Bristol. Our staff have appeared on BBC Radio Bristol and a short film entitled 'Bristol remembers' in Bristol City Council's We Are Bristol series. We have also partnered with producers of a short film 'Joe was 'ere' about a young boy trying to navigate his mother's drug addiction.

Additionally, we were named charity of the year for the Embolden Agency in London, a marketing agency specialising in short films showcasing the work of organisations. As part of the award for their charity of the year competition and they produced a brilliant film on Hawkspring's work.

What People Say About Us

Children

- "It's changed me because I have had a lot of difficulties in my life and I believe in myself now instead of just being -- me."
- "It helps me with my anger at home, at school."
- "I don't live with my mum and dad 'cos they have drug addiction."

Carers

- "I have grown as a mother, grandmother and person who has developed strategies to move forward on a day to day basis. Our lives are so much better now as a result of this support."
- "You provided me with support so that I could support my son through a very difficult and dangerous part of his life."
- "My daughters were dangerously ill but Hawkspring gave me my daughters back. I can't thank them enough."

Recovery

- “I couldn’t have got to 5 months sober without the help of Hawkspring.”
- “I was given a number of tools and techniques to help me manage my usage and think about consequences. What was very useful was a tool to delay my daily usage, which helped me to start reducing down.”
- “I was warned by my doctor that if I didn’t get help fast, I could be dead in months. I was seriously declining because of the high levels of alcohol I had been drinking over many years. Hawkspring supported me to reduce my use to a level that was safe enough to start a detox.”

Partners and stakeholders

- **Health professional:** “Hawkspring is a locality service and as such gives us an insight into the working of that community. They are well respected and have a history in the community. Their engagement with young people is excellent and they help young people access our specialist service. They work closely with parents and carers, and are accessible and responsive to need”
- **Local organisation:** “It’s vital to have community-based services as people may not be able to get to city services. The Hawkspring services are well respected by professionals and residents alike, and network well to let everyone know what’s happening.”
- **University Hospitals Bristol NHS Foundation Trust (Alcohol CNS):** “As a team we refer lots of patients to services and we don’t always see the patients again to get feedback but I would definitely say as would the rest of the team, that we have received good feedback from patients who have attended Hawkspring.”
- **Local GP Practice:** “All the work of Hawkspring is both recognised and used and is greatly valued by the practice. The most particular benefit seen by us is the work done with families.”
- **Primary school teacher:** “Teachers lack the expertise and time to give 1-1 support of this nature to pupils, extremely valuable resource”

What Next

Hawkspring remained fully operational throughout the COVID-19 pandemic, working remotely through the lockdowns, and operating a staff rota under less restrictions. We have increased our technology capacity and skills, creating the potential of better work-life balance for our staff. Our work within schools is growing, with increasing enquiries about our work. In the next financial year 2021-2022 we are planning training for teachers which can be adapted to other organisations.

Financial Review

Fundraising Strategy

In 2020-2021, we again had a successful fundraising year, continuing to consolidate and expand our business. Increasingly, we have gained in reputation using media connections and media exposure. Again, we are grateful to all our funders and donors, in particular John James Bristol Foundation, Tudor Trust, Lloyds Bank Foundation, Henry Smith Charity, and Garfield Weston Foundation who have helped us sustain a solid platform. Our thanks also to the Embolden Agency in London whose gift in kind was an amazing film about our work.

Reserves Policy

The trustees have established a policy whereby the unrestricted funds not earmarked for future activities should be between 3 and 6 months of resources expended, which equates to between £65,000 and £130,000. At the balance sheet date free reserves amounted to £71,633 (2020 £58,165). Four designated reserve funds have been set up: a Staff Notice fund (£24,000 [2020 £16,300]) to cover salaries paid during notice of redundancy; a Closing Costs fund (£2,000 [2020 £2,000]) to cover contractual payments in the event of closure; a Redundancy fund (£29,000 [2020 £25,200]) to cover statutory redundancy payments; and a general Reserves fund to cover running costs for up to 6 months. As the free reserves are below the target level, the latter fund is not at the desired level, and the balance of this fund at 31st March 2021 is £3,000 [2020 £2,187].

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2021 was 5 (2020 - 5). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 15th September 2021 and signed on their behalf by



.....
Katie Hipkiss (trustee)



.....
Terry Wright (trustee)

Independent Examiner's report to the trustees of Hawkspring

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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:

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.



3rd November 2021

Dick Maule FCA
3 Penlee View Terrace
Penzance TR18 4HZ

Hawkspring

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2021

		Restricted funds 2021	Unrestricted funds 2021	Total funds 2021	Total funds 2020
					[See Note 12]
	Notes	£	£	£	£
Income					
Donations	[2]	-	7,968	7,968	5,692
Charitable activities	[3]	189,192	166,963	356,155	270,677
Investments		-	-	-	-
Total Income		189,192	174,932	364,124	276,369
Expenditure					
Costs of raising funds	[4]	12,875	-	12,875	12,352
Charitable activities	[5]	115,288	161,600	276,889	244,057
Total Expenditure		128,163	161,600	289,764	256,409
Net Income / (Expenditure)		61,029	13,332	74,360	19,960
Transfers between funds		-	-	-	-
Net Movement in Funds		61,029	13,332	74,360	19,960
Total funds brought forward		19,341	62,212	81,554	61,593
Total funds carried forward		80,370	75,544	155,914	81,554

Hawkspring
Balance Sheet
As at 31st March 2021

	Notes	2021 £	2020 £
Fixed Assets	[6]	-	-
Current Assets			
Cash at bank and on hand		150,205	133,782
Debtors and prepayments	[7]	9,572	280
		159,777	134,062
Current Liabilities			
Creditors and accruals	[8]	3,863	52,509
Net Current Assets		155,914	81,554
Net Assets		155,914	81,554

Statement of funds

Unrestricted funds:

General funds	[9]	13,633	12,478
Designated funds	[9]	61,911	49,735

Restricted funds	[9]	80,370	19,341
		155,914	81,554

For the year ending 31st March 2021, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

Approved by the Board of Trustees on 15th September 2021
and signed on its behalf by



.....
Katie Hipkiss
Trustee



.....
Terry Wright
Trustee

Hawkspring

Notes to the Accounts

Year to 31st March 2021

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Hawkspring Ltd 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 note(s).

(b) Preparation of the accounts on a going concern basis

The charity's funds were in surplus throughout the year. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

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

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 50% per annum on the straight line method. Individual items costing less than £1,000 are not treated as fixed assets.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2021

	Restricted 2021	Unrestricted 2021	Total 2021 £	Total 2020 £
[2] <u>Income from donations</u>				
Individual donations	-	7,968	7,968	2,642
Fundraising activities and events	-	-	-	3,050
Trusts and corporate donations	-	-	-	-
	-	7,968	7,968	5,692

	Restricted 2021 £	Unrestricted 2021 £	Total 2021 £	Total 2020 £
[3] <u>Income from charitable activities</u>				
Grants	188,192	10,900	199,092	118,180
Fees income	1,000	156,063	157,063	152,497
	189,192	166,963	356,155	270,677

The charity did not received any government grants during the year.

	Restricted 2021 £	Unrestricted 2021 £	Total 2021 £	Total 2020 £
[4] <u>Analysis of fundraising costs</u>				
Fees to fundraiser	12,875	-	12,875	12,352
	12,875	-	12,875	12,352

[5] Analysis of expenditure on charitable activities

	Supporting Family Members 2021 £	Supporting Recovery 2021 £	Total 2021 £	Supporting Family Members 2020 £	Supporting Recovery 2020 £	Total 2020 £
<u>Direct costs:</u>						
External supervision	80	1,320	1,400	294	426	720
Activities costs	-	-	-	139	57	196
Salaries	39,482	144,374	183,856	28,345	132,382	160,727
Recruitment	11	37	48	7	264	271
Training	540	737	1,277	517	1,255	1,772
Travel	45	-	45	392	222	614
Total Direct Costs	40,158	146,469	186,626	29,696	134,606	164,301
<u>Support costs:</u>						
Bank charges	4	20	24	3	15	18
Repairs and renewals	318	11,546	11,864	62	6,808	6,870
Insurance	212	709	920	190	841	1,032
Postage, printing and stationery	491	1,593	2,084	593	2,695	3,288
Professional fees	6,302	20,978	27,280	7,271	20,859	28,130
Fee for independent examination	49	326	375	49	326	375
Publicity	21	70	91	-	-	-
Refreshments	17	57	74	389	365	754
Rent, rates and room hire	1,826	6,446	8,271	1,876	8,575	10,451
Salaries	7,939	28,479	36,418	4,587	20,898	25,485
Computer software	146	682	828	130	590	720
Subscriptions	17	58	75	16	704	720
Telephone	388	1,040	1,427	383	811	1,194
Utilities	74	262	336	79	413	492
Sundry expenses	6	189	194	-	226	226
Total Support Costs	17,809	72,453	90,262	15,628	64,127	79,755
Total Expenditure	57,967	218,922	276,889	45,324	198,733	244,057

Support costs that do not relate specifically to one charitable activity are apportioned according to the staff time spent on each activity.

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2021

[6] <u>Tangible Fixed Assets</u>	Fixtures & fittings £	Office Equipment £	Total £
<u>Cost</u>			
Opening balance	181	3,754	3,935
Additions during the year	-	-	-
	181	3,754	3,935
<u>Depreciation</u>			
Opening balance	181	3,754	3,935
Charge for the year	-	-	-
	181	3,754	3,935
Net Book Value at 31/03/21:	-	-	-
Net Book Value at 31/03/20:	-	-	-
[7] <u>Debtors and prepayments</u>	2021 £	2020 £	
Trade debtors	9,340	-	
Prepayments	232	280	
	9,572	280	
[8] <u>Creditors</u>	2021 £	2020 £	
Amounts due within 12 months:			
Trade creditors	179	1,144	
PAYE & National Insurance	-	3,534	
Deferred income	-	45,087	
Accrued staff holiday pay	-	2,222	
Accruals	3,684	522	
	3,863	52,509	

Deferred income relates to grants received during the year which the funders stipulate must not be utilised until the following financial year. All deferred income as at 31st March 2020 was utilised during 2020-21.

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2021

[9] <u>Movements in funds</u> [for previous year, see Note 12]	Balance at 31/03/2020	Income	Expenditure	Transfers between funds	Balance at 31/03/2021
	£	£	£	£	£
<u>Restricted Funds</u>					
Family Members	15,038	98,250	(64,405)	-	48,883
Recovery Service	4,304	90,942	(63,759)	-	31,487
Total Restricted Funds:	19,341	189,192	(128,163)	-	80,370
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	16,300	-	-	7,700	24,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	25,200	-	-	3,800	29,000
Reserves fund	2,187	-	-	813	3,000
DHI fund	4,048	156,063	(145,887)	(12,313)	1,911
Staff wellbeing fund	-	2,000	-	-	2,000
Total Designated Funds:	49,735	158,063	(145,887)	-	61,911
<u>General Funds</u>	12,478	16,868	(15,713)	-	13,633
Total Unrestricted Funds:	62,212	174,932	(161,600)	-	75,544
<u>Total Funds:</u>	81,554	364,124	(289,764)	-	155,914

The Family Members fund exists to provide help and support to those caring for addicts, and those living with them.
The Recovery Service fund exists to provide help and support to recovering addicts.
The Staff Notice fund is to pay notice periods at current levels of pay for all staff in case of closure.
The Closing Costs fund exists to ensure sufficient funds to pay liabilities and winding up costs in the event of closure.
The Redundancy fund is set at a level sufficient to pay statutory redundancy pay for all staff in case of closure.
The Reserves fund exists to enable the organisation to continue in the event of a significant drop in funding.
The DHI fund relates to a contract called "Developing Health and Independence". The unspent funds at the end of the year are earmarked for the continuation of the project during 2020-21.
The Staff Wellbeing fund represents an unrestricted grant from Tudor Trust that will be spent during 2021-22.

[10] Payments to trustees

The trustees received no remuneration or expenses payments during the year (2020 nil).
There were no related party transactions during the year.

[11] <u>Staff costs</u>	2021	2020
	£	£
Wages and salaries	203,472	170,885
Employer's National Insurance	10,651	9,094
Employer pension contributions	6,152	6,234
	220,274	186,212

The average number of staff employed during the year was 11 (2020: 10.5) and the average full time equivalent number of posts was 7.8 (2020: 7.3). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £nil (2020 nil). The total fees paid to key management personnel during the year was £25,750 (2020 £24,757).

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2021

[12] Detailed comparison with previous year

<u>Statement of Financial Activities</u>		Restricted funds	Unrestricted funds	Total funds	
		2020	2020	2020	
	Notes	£	£	£	
Income					
Donations	[2]	-	5,692	5,692	
Charitable activities	[3]	114,180	156,497	270,677	
Investments		-	-	-	
Total Income		114,180	162,189	276,369	
Expenditure					
Costs of raising funds	[4]	-	12,352	12,352	
Charitable activities	[5]	105,215	138,841	244,057	
Total Expenditure		105,215	151,193	256,409	
Net Income / (Expenditure)		8,965	10,996	19,960	
Transfers between funds		-	-	-	
Net Movement in Funds		8,965	10,996	19,960	
Total funds brought forward		6,397	55,196	61,593	
Total funds carried forward		15,361	66,192	81,554	
Movements in funds					
	Balance at			Transfers	Balance at
	31/03/2019	Income	Expenditure	between funds	31/03/2020
	£	£	£	£	£
Restricted Funds					
Family Members	1,881	58,480	(45,324)	-	15,038
Recovery Service	948	58,531	(55,175)	-	4,304
Quartet	3,568	-	(3,568)	-	-
University of Bristol	-	1,149	(1,149)	-	-
Total Restricted Funds:	6,397	118,160	(105,215)	-	19,341
Unrestricted Funds:					
Designated Funds:					
Staff notice fund	16,300	-	-	-	16,300
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	20,200	-	-	5,000	25,200
Reserves fund	2,187	-	-	-	2,187
DHI fund	3,360	148,517	(147,830)	-	4,048
Total Designated Funds:	44,047	148,517	(147,830)	5,000	49,735
General Funds	11,149	9,692	(3,364)	(5,000)	12,478
Total Unrestricted Funds:	55,196	158,209	(151,193)	-	62,212
Total Funds:	61,593	276,369	(256,409)	-	81,554

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