

**THURROCK OPEN DOOR**

**DIRECTORS' AND TRUSTEES'  
REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

**Charity number: 1125477  
Company number: 5670567**

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Charity number:** 1125477

**Company number:** 5670567

**Directors / Trustees**

M Fall – Chair

T Fish – Vice Chair

J Hayes

R Brant (resigned 26/01/2021)

I Barnett (resigned 25/05/2021)

L Fugl

Jamila Daley-Jeffers (appointed 25/5/2021)

**Company Secretary:** M Fall

**Senior Management:** M J Kelly – Chief Executive Officer

**Registered and Principal Office:**

16B Orsett Road, Grays, Essex, RM17 5DL

**Auditors:**

Clemence Hoar Cummings, Riverside House, 1-5 Como Street, Romford, RM7 7DN

**Bankers**

The Co-Operative Bank Plc, PO Box 250, Skelmersdale, WN8 6WT

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

CCLA Investment Management Ltd, 80 Cheapside, London, EC2V 6DZ

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**REPORT OF THE TRUSTEES**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2021, which are also prepared to meet the requirements for a directors' report and for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2015.

**OUR PURPOSE AND ACTIVITIES**

The objects of the charity as set out in the company memorandum of association are:

**CHARITABLE OBJECTS**

The Charity's objects ("the objects") are to promote the advancement of education by promoting the mental, physical, social and economic wellbeing of young people and vulnerable adults. Providing information, advice, advocacy, counselling and support services.

**Mission Statement**

*Open Door works with young people and vulnerable adults to help them realise their aspirations and address any barriers that may stop them from achieving their full potential.*

This is achieved by:

- Providing a range of free help and support services that help people to live healthy, safe and happy lives.
- To make fully accessible the information and support that enable people to make informed decisions.
- To help tackle injustice and inequality by addressing issues which may prevent people from gaining access to opportunities.

Open Door is committed to providing high quality, appropriate and valued services. As an organisation, we recognise the need to constantly develop and be open to learn, from the people we work with, each other and the environments we operate within. We welcome the views of all, both positive and negative, to help develop and improve the organisation and the services we provide.

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CHARITABLE OBJECTIVES (continued)

**The values which underpin Open Door are:**

- To put our customers' needs first and ensure our delivery is always based on them and not on what is convenient for us.
- Justice, fairness and equality for all.
- Challenge prejudice.
- Valuing and recognising diversity both within the organisation as well as outside.
- Professionalism - how we work with each other as well as outside agencies and clients.
- Respect for service users as well as each other.
- Reliable and responsible - to manage our time effectively.
- Being honest, open and clear with each other and our service users.
- Flexibility - to ensure our service users receive the best possible service and the organisation continues to succeed.
- Being able to challenge each other appropriately.
- To value each other and the contributions we can make.
- Fairness and consistency - following policies and procedures equally across all parts of the organisation.
- Encouraging and supportive - helping each other in order that individuals and services are able to succeed.
- To lead by example.
- To empower our service users and help develop their independence.

**STRATEGIC FRAMEWORK: INDEPENDENCE**

Open Door works with children, young people, vulnerable adults and families to help them realise their aspirations and address any barriers that may stop them from achieving their full potential.

Open Door provides a number of services to achieve this aim but operates them with a commitment to service users developing independence.

Open Door provides a range of needed and valued services that help people. It is committed to providing these in ways which encourage and build service users' skills and social capital.

There is however a fine line between helping people and doing for them. In the past there has been a tendency for many charities and the state to create dependency from service users on

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our help. Whilst this has helped address immediate problems it has also developed as an over reliance on ever reducing resources and often been detrimental to the long-term well-being of those accessing help.

As an organisation Open Door believes that through allowing people to become dependent on our help and support we ultimately disempower them, taking away their control over situations and their ability to make decisions for themselves, making them reliant on long term help with any future problems. This can have a negative impact on self-esteem, on confidence and it increases vulnerability.

By supporting people to make informed decisions, providing tailored and tapering support we can help our service users to build their skills and social capital for the future. This means that many of our interventions are time limited with a tapering of the service as we prepare the individual to move forward with new skills and resources that enable them to address recurrent and future issues with less intervention.

This is not only in the best interests of our service users but is also resource responsible. Allowing many more people to receive help, as waiting lists are reduced and resources become available to others.

This does not mean that we provide short term responses and expect the service user to 'get on with it' but that we provide planned, staged, tailored support which involves a gradual moving on process encouraging people to take more control as they move through our services.

## **THE ROLE AND CONTRIBUTION OF VOLUNTEERS**

Open Door recognises the essential role volunteers play within the organisation. They contribute across the organisation delivering face to face support to our service users, providing general organisation support and providing governance in the role of Trustees. During the course of this year 25 people gave their time freely to the work of the organisation. All volunteers are required to pass an enhanced DBS check and provide three references before taking on the role.

Volunteers receive a full induction and training which includes Safeguarding, Health & Safety, Confidentiality, Equality and Diversity. Further training is based on individual role requirement.

## **ACHIEVEMENTS AND PERFORMANCE**

The past year provided a number of unique challenges, mainly due to the Covid 19 pandemic and subsequent lock-downs and social distancing precautions. Many other local organisations and services reduced or stopped delivery during this year which had the additional effect of placing further pressure on Open Door and its staff teams.

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Open Door responded to the COVID – 19 crises with flexibility and resourcefulness. We recognised that in these difficult times people were likely to require increased levels of help as the isolation of lockdowns and the anxieties caused by the pandemic and reduced social interactions were likely to impact both mental health and family life. Added to this many people faced increased uncertainty regarding their financial, housing and employment situation. Children and young people were faced with increased pressures of remote learning, often with poor IT resources. Family conflict increased with behaviour management becoming a real additional pressure for many families.

Therefore Open Door took the decision to not furlough any staff but to provide increased support remotely using a variety of methods. Due to isolation factors it was necessary to increase our frequency of contact with service users and staff conducted weekly wellbeing checks with all clients. Open Door is fortunate to employ a very dedicated team who have gone above and beyond throughout these very challenging times.

Open Door was very fortunate to have received increased financial support from a number of Charitable Trusts and NHS CCG's that enabled us to meet these increased needs. Most of our funders were very understanding for the need of greater flexibility in delivery methods and have been very supportive during these difficult times.

Open Door has provided services and projects in direct response to local need in line with its objectives, helping 4,720 people during this year. In addition to this there were many additional support sessions to service user family members that took place that were not recorded within this figure.

As a Charitable organisation we have a commitment to providing value for money and recognising our social value. Open Door delivers a return ratio of 4:1 which translates to every £1 Open Door received we save society over £4.60

Open Door has a continued commitment to quality and has maintained the ISO 9001(2015)

The main activities and achievements undertaken by the charity during the year were:

### **YPLA**

Young people in care are amongst the most vulnerable groups in society. They may have been subjected to abuse, rejection and/or neglect. Research shows that their life chances are significantly lower than those of their peers who have not experienced the care system.

YPLA is a project for young people who are or have been looked after by Thurrock Social Care. The project offers free, confidential help and advice to children and young people who either live in foster homes, residential homes or are on a care order. The service also helps those who have recently left the care system. The project is independent of Social Services.

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**Expected Outcomes**

- Young people will feel supported, listened to and respected.
- Improve their personal situation.
  
- Young people feel part of the decision making process and understand the decisions taken.
- Young people are more confident and feel more able to raise their concerns.
- More aware of their rights and are able to manage their expectations.

**Outputs**

- Number of young people being supported by the project.
- Number of individual advocacy issues addressed.
- Number of assisted complaints made.

The service has five elements:

**Advocacy** helps ensure young people who are looked after are listened to and heard. They are encouraged and supported to actively engage in decisions concerning their future and wellbeing. It supports them at meetings such as reviews, school meetings, court appearances, solicitor's appointments etc. The service also assists young people making complaints or passing on suggestions to Social Services.

**Mentoring** involves trained staff and volunteers from the local community working one to one with children in care and care leavers at times of transition. Mentors support young people to identify and work towards their personal goals, develop new skills, build confidence and recognise and celebrate their achievements.

**Independent Visitors** are trained volunteers who offer support to children whilst they are in care. They offer independent support to children in care who have little or no contact with their immediate family and support all areas of the child's developmental need.

**Children in Care Council** originally set up by the local authority to consult with young people around policy and strategy, together with gaining valuable feedback about Thurrock Council services. It was transferred to Open Door in 2013 as a response to the identified need for it to become independent from the local authority. The CICC membership continually changes with approximately 15 young people who regularly meet, they have developed their own support literature, attended training and have been involved in a number of consultations with council officers and elected members. They meet on a monthly basis as well as run a number of activities through the year.

**Advocacy for Children subject to Child Protection Plans**

The service has been commissioned by Thurrock Council to support children and young people who have recently been placed on child protection plans by Thurrock Social Care.

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The project employs 1 full-time advocate who is supported by the wider advocacy team. During this financial year the project has worked with 436 young people.

The YPLA has continued to meet its objectives with 302 advocacy cases during the year.

The number of young people working with Independent Visitors had started to increase prior to Covid 19, with new Independent Visitors recruited and trained. The support during this period was mainly provided remotely with limited, socially distanced face to face sessions.

The service employs 4 members of staff with 3 volunteers. The service receives some funding from Thurrock Council with the majority funded by Charitable Trusts, particularly: BBC Children In Need.

**Interventions**

Interventions is a service providing therapeutic support for young people, children and families, utilising a number of tools including:

- Counselling
- Anger Management
- Cognitive Behaviour Therapy
- Play Therapy
- Life Coaching
- Solution Focussed Therapy
- Therapy through art

The service is continually developing its range of therapeutic interventions, recognising that no one technique is suitable for all service users.

The service only employs professionally qualified staff and volunteers as well as providing 'final term placements for counsellors completing their practice hours' requirement.

The predominant presenting issues this year were:

- Anxiety
- Loneliness/ Isolation
- Covid- 19
- Family stresses
- Eating disorders and self- harm
- Trauma
- Bullying
- Sexuality
- Low self esteem
- Stress
- Bereavement
- School & Study issues
- Relationships
- Rejection
- Anger
- Body image

Whilst these were the initial presenting issues often they were followed by other equally important problems the service user was experiencing.

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This year Interventions has delivered remotely 2,890 counselling sessions. In addition to this the service provided remote weekly counselling sessions for 6 local schools and new remote delivery in North East Essex and Southend which was funded by the respective NHS CCGs.

Remote Counselling was readily accepted by many young people however for some the need to be physically present with a counsellor did produce additional pressures which the service

endeavoured to meet through the use of additional venues which would allow for greater social distancing.

With the introduction of remote counselling the service experienced a number of family members who were experiencing mental health issues and seeking help. We were fortunate to receive additional funds from the Essex Community Foundation to help us address this additional need.

During the year the service has employed 4 paid members of staff and the services of 2 volunteers with further supported sessional workers. With the increased demands we increased sessional workers and hours available during the year. All staff, volunteers and placements are fully supported with both individual and group therapeutic supervision.

This service was fortunate to receive funding from The National Lottery Community Fund, Thurrock CCG, NEE CCG & Southend & Mid Essex CCG and the Essex Community Foundation.

**Mentoring Thurrock**

Thurrock Mentoring and Coaching project is commissioned by Thurrock Council. Young people are referred through Social Care. The contract for the service now requires mentoring to only be delivered by trained paid staff and volunteers are no longer able to support this contract. Mentors meet on a regular basis with young people. Mentoring is an outcome focussed way of helping young people. It helps them identify their goals and ambitions and works with them to develop realistic plans to achieve these. It offers the continued encouragement to develop new skills, challenge existing assumptions and attitudes, to celebrate success and to address any personal barriers that may be stopping them from succeeding. Mentoring and coaching provides the opportunity for young people to think about their options, progress and succeed, building confidence and self-esteem along the way.

Mentoring was provided for 70 young people with very positive feedback from both young people and referrers about the positive changes young people have experienced. Referrals far exceed capacity resulting in a waiting list. Initially remote mentoring was provided but due to additional pressures from commissioners the service was required to return to socially distanced face to face contact as soon as the young person and their family would allow. Due to isolation and limited activity the mentoring was enhanced with additional weekly contact throughout the year.

The service employed 3 members of paid staff and 2 sessional workers.

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**HASS**

This service has been funded by a grant from The Big Lottery since September 2017. The service provides help and support for people regarding housing and homelessness including help with welfare benefits, access to accommodation and settling into a new tenancy.

The Service provides support with:

- welfare benefits
- budgeting
- paying bills & debt
- poverty issues
- accessing other support such as food banks
- securing accommodation in the private sector
- housing applications
- setting up a new home
- registering with doctors, schools etc
- helping to maintain a tenancy
- advocacy, mediation and conflict resolution

**Rent Deposit Scheme** – Deposits are funded by Thurrock Council enabling Open Door to provide a number of un-repayable rent deposits to help secure accommodation in the Private Let sector for local people who would otherwise be homeless.

Over the past year 1,468 support sessions were held in addition to this weekly check-in sessions took place. The service was delivered remotely throughout the year with limited face to face sessions conducted only where essential.

The service employed 4 members of staff.

This service is funded by the National Lottery. The original 3 year grant ended in September 2020 but we were very fortunate to receive additional funds from the Lottery to support additional work to deliver the service remotely and continue delivery for the full financial year.

**SIP – Social Isolation Project**

Social isolation amongst young people is increasingly recognised as contributing to mental health issues and is often a significant factor in radicalisation and gang recruitment.

The SIP project aims to reduce the social isolation of care leavers and help them develop independent living skills. Open Door has recognised for some time that a number of young people who have left care, experience significant social isolation and often lack the independent living skills to thrive. For a number this will be due to them having been placed outside of Thurrock, only to return years later with no established networks, friends or support in place.

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National research demonstrates that looked after young people often experience long term difficulties that can have a negative impact on their life accomplishments. Without the necessary skills to maintain their accommodation and care for themselves they are more likely to become Homeless, suffer poor health and become isolated. This project aims help care leavers- reduce isolation, build confidence, develop new skills and establish independence.

The project has worked with a cohort of 21 care leavers teaching them new independent living skills, engaging in social activities and informal education. The group had been well attended with young people becoming involved in local volunteering opportunities and establishing new networks. New skills have been developed including cooking and budgeting outcomes have been recorded utilising the Outcome Star which has demonstrated a very positive impact. Unfortunately, the pandemic had great affect on this project with face to face sessions stopped due to venue restrictions regarding Covid 19. Therefore remote sessions were held, which proved very popular with existing members. There was a severe impact on the programme activities which could take place but through the creativity of the staff team many of informal education elements were still covered. Weekly check-ins with all group members also took place to help reduce isolation. At first many of the young people did not have suitable access to IT to join sessions. The Lloyds Bank Foundation helped by providing additional funding and access to some IT equipment that could be loaned to group members for this purpose.

This project is funded by a grant from the Lloyds Bank The project involved three part time staff and three volunteers.

**DAD's Factor**

The Dads Factor was only able to operate to a very limited extent this year due to Covid 19- restrictions. It is expected to continue as restrictions across the country ease. The project aims to support Fathers with children who are subject to Child protection plans. The project provides one to one mentoring to encourage the Father to become involved in their children's support and thus avoid these children from entering the care system. The project is targeted to support up to 10 Fathers for up to 1 year. Evaluation carried out by Essex County Council has been very favourable with significant improvements seen for those taking part.

**Coaching into Independence**

Open Door was commissioned by Essex County Council to conduct a pilot project supporting young people in their transition from Care. The project targets a small group of young people who are in the final year before they move to independent living. Unfortunately due to Covid 19 restrictions Essex CC put much of the project on hold this year. It is planned to continue once restrictions across the country ease.

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**Futureversity**

The Greenwich Summer Activity programme which is commissioned by Charlton Athletic Community Trust was delivered remotely in 2020 due to Covid-19 restrictions. The project involves a number of motivational activities being run in the Royal Borough of Greenwich for young people throughout the school summer holidays. In this very unusual year the following activities were delivered:

- Get Into Engineering
- Get into Medicine
- Get into Software Engineering
- Get into Tv & Film
- Textile Art
- Public Speaking
- Social Media Marketing
- Comic Book Design
- Illustration Art
- Leadership
- Fortnight Build & Play
- Introduction to Coding
- Music & Lyric Writing
- Advanced Chess
- Become a You Tuber
- Many other activities.....

Feedback from young people who participated was very positive with over 374 taking place in 32 different activities. The project will run again in 2021 as a face to face programme.

**CYP MH Advocacy**

Open Door has secured a Tender for Mental Health Advocacy for Children and Young People in for the Mid and West Essex CCG areas. This project requires advocates to be available for children and young people who are patients in NHS Mental Health units and receiving ongoing mental health support. The remit for this project is very prescriptive and only allows for young people and children who are in receipt of treatment.

Due to Covid restrictions the start of this project has been very slow but as restrictions ease, we expect to see referral numbers increase. The project is commissioned until March 2022.

**FUTURE PLANS**

Thurrock Open Door plans to continue the activities as outlined above in the forthcoming year, subject to satisfactory funding arrangements.

Open Door will maintain the quality standards of ISO 9001 and the Social Value Quality Mark to help assure funders of the high standards and professionalism of the organisation.

Opportunities to establish some of the newly delivered projects outside of Thurrock will be sought together with identifying opportunities for Open Door to establish new service delivery whilst ensuring we remain true to the aims and objectives of Open Door will be pursued in a bid to make the organisation both sustainable and diversify our income streams.

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Open Door will seek to secure funding to establish a Family Support project based on our experiences over the past year. The project will aim to support those families who have struggled and continue to do so with mental health and practical support based on a mentoring/ wellbeing model.

Futureversity Greenwich programme to be delivered physically in the summer of 2021.

Futureversity short programme for Thurrock. It is planned that Open Door will deliver a similar, shortened 1 week programme in Thurrock during the summer of 2022.

Open Door Board of Trustees have agreed to fund from reserves, a one year pilot Peer Support project for LGBT young people and those who are in the process of transitioning.

The Open Door Trustees recognise the need to grow and recruit new people to join in the governance of the charity. To this end the Board will continue actively seeking new members to join the board during the coming year.

**PUBLIC BENEFIT**

The Trustees have considered the Charity Commission's requirement in respect of Public Benefit; in their view the Charity meets, in full, the criteria to satisfy the test. The Trustees' Annual Report describes the activities undertaken to further its charitable purposes for the public benefit, together with plans for the future provision of services.

**PRINCIPAL FUNDING SOURCES**

The National Lottery Community Fund

BBC Children In Need

Esmee Fairbairn Foundation

Lloyds Bank Foundation

Essex Community Foundation, *including Ian Spence Fund and Angela Marks Fund.*

Hew Watt Family Charitable Fund

SEGRO Centenary Fund

Essex County Council

Thurrock Council

Thurrock CCG

Southend CCG

NEE CCG

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North West Essex & Mid Essex CCG

Tesco Bags of Fun

Luna

TKMaxx & HomeSense Foundation

Shake Shack

## **FINANCIAL REVIEW**

The year was a successful one for the Charity with a net surplus of £175,180 (2020: £115,555) against income from all sources of £699,497 (2020: £699,880). This has increased total reserves / net assets to £980,060 (2020: £804,880). The level of overall reserves is now higher than at any time in recent years (the previous highest was 2016, when they stood £907,799). In that year turnover was actually 26.3% higher than in the year under review which points to the key to the financial success of the year under review: rigorous control of costs, particularly staff cost. In 2016 the overall level of staff cost was £684,434 (78% of total income). Since then, staffing costs have fallen to £402,194 or 57% of total income.

This, however, has not been achieved by cutting corners: the same quality standards – ISO 9001 and Investors in People – have been applied since accreditation was first achieved and, as noted in the Trustees' Report, where appropriate, hours have been moved to the evenings or other suitable times to enable service users to access services.

The importance of restricted income sources as a proportion of total income noted last year has continued in 2020-21, albeit at slightly lower levels. In 2019 the value of income from restricted sources was £320,621 or 43% of total income. In 2020, it rose to £523,393, or 75% of total income, and in 2020-21 it was £477,365 or 68% of income. Restricted reserves carried forward at the year-end rose from £89,884 at 31 March 2020 to £222,081 at 31 March 2021. However, this remains a comparatively low percentage of total reserves which were £804,880 in 20-21 and £980,060 this year.

In a time of pandemic this has been a tremendous outturn for the charity and demonstrates that the need for its services have actually increased, not diminished, as a result of the lockdowns and other restrictions. However, many observers believe that the pressure on public finances will be greater in the 2021-22 year than in the year under review as HM Treasury begins attempts to recoup some of the massive spike in expenditure brought about by the pandemic. A break-even budget has been set for 2021-22 and as of July 2021 we are modestly outperforming this target.

However, as always, the board of trustees will monitor and review the ongoing financial situation to ensure the longevity of the organisation and its ability to continue to achieve its charitable aims.

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**RESERVES POLICY**

Thurrock Open Door Management Committee believes that to be an effective charity it must plan in order to deal with any contingencies or emergencies that may arise.

Thurrock Open Door Management Committee recognises the need to ensure adequate operational costs are held in reserve to account for contractual obligations to staff, contingencies, risk management and any unanticipated reduction in income.

The management committee has an ambition whereby the unrestricted funds not committed or invested in tangible fixed assets ("the free reserves") held by the charity should be between 3 - 6 months of the resources expended. In terms of the 2020-21 outturn this equates to approximately £130,000 - £260,000 in general funds. However, for current purposes it is more accurate to base this calculation on budgeted levels of expenditure to account for higher levels of planned activity and therefore cost. This creates a range of from £175,000 to £350,000 needed to cover cost. At this level the management committee feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. It would obviously be necessary to consider how the funding would be replaced or activities changed. Five designated funds have been identified:

- Designated funds are held to cover statutory redundancy costs for current staff working within the organisation. This figure currently stands at £107,717. This will obviously need to be reviewed each year.
- A contingency fund, should significant repairs be required of the Interventions building.
- A Fixed Asset Reserve equivalent to the net book value of the freehold property.
- The unspent balance of funds received for Counselling Interventions.
- Replacement of IT equipment and software.
- Thurrock Summer Programme – To deliver Futureversity shortened programme for Young People in 2022.

In addition, several of the designated and restricted funds have inbuilt into the reserves a contingency fund to allow for 3 months' expenditure if, for example, the charity was to be wound up.

As 31 March 2021, the actual level of free reserves exceeds the upper end of the required range by £28,000. This is not felt to be excessive given the uncertainties around the economy noted elsewhere.

The Management Committee will review this annually as a result of a risk assessment, to ensure that there are sufficient designated funds to cover these costs.

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**INVESTMENT POWERS AND POLICY**

In line with Thurrock Open Door's Board of Trustees' duty to manage the risk the decision was taken to spread the organisation's funds across a number of accounts with different banking institutions, namely CAF, COIF and Co-op Community Bank.

Funds not immediately committed are invested in COIF and CAF accounts in order to gain the maximum amount of interest with the least risk. This situation will be reviewed on a regular basis.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**GOVERNING DOCUMENT**

The organisation is a charitable company, limited by guarantee, incorporated on 10 January 2006.

This organisation was previously registered with the Charity Commission as Open Door Thurrock on 18th May 1979, charity number 277663. All assets and activities were transferred to Thurrock Open Door on 15 April 2012 with the previous charity wound up on 16th February 2013.

**APPOINTMENT OF TRUSTEES**

Thurrock Open Door is governed by a voluntary Board of Trustees / Directors, referred to as Board members.

The Board is made up of local people who are passionate about the aims of Open Door and helping the people we work with.

Board members are recruited from the local area based on their expertise, interest and commitment to the work of Open Door. Those expressing an interest are first interviewed by either the Chief Executive or Chair of the organisation. This ensures they share a genuine interest and commitment to the aims of the organisation and understand the commitment they are undertaking. They will then present themselves to the full Board for consideration. Providing there are no objections the Board may then elect the new person to serve until the next AGM.

The entire Board stands for re-election at the Annual General Meeting where opportunity exists for new members to join the Board and for the election of officers.

All Board members are required to undertake a Disclosure and Barring Service check and meet the HMRC 'Fit & Proper Persons' requirement to hold a directorship.

Other people may be approached by the Board to join them where there is felt to be a deficit

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in expertise on the Board, for example the role of Treasurer or HR expertise.

A representative position exists on the Board for Thurrock Council. This position is nominated by the represented organisation.

There are a further two positions available on the Board for existing service users.

All Board Members must be committed to Open Door's aims and objects as well as agree to policies and procedures, regarding equal opportunities, confidentiality, child protection and safeguarding. A copy of these are given to each new member at the stage they express an interest in joining the Board.

Open Door governance is provided by the voluntary Board of Directors / Trustees. The Board meets on a bi-monthly basis and works within the six principles of good governance developed by the Charity Commission. It employs a Chief Executive who is responsible for the day to day operation, management of staff and resources of the organisation and developing and implementing the strategic direction in partnership with the Board.

Board members are invited to attend the organisation's annual planning day. They are also offered and encouraged to attend a number of other relevant training events.

No formal training was accessed by Board members this year through Open Door, although a number of informal training sessions have been attended through the local CVS and within other roles they occupy.

All members of the Board give their time voluntarily and receive no benefits from the Charity.

## **RISK MANAGEMENT**

The Board of Trustees are aware of the risks that the charity faces, particularly those related to the operations and finances of the charity, and try to mitigate these where possible. A comprehensive risk register is in place for the organisation which is reviewed and updated on a regular basis. The charity aims to adopt a responsive approach ensuring that the services provided remain the most appropriate to people's needs. The charity is keen to avoid over reliance on any single source of funding and therefore tries to diversify its funding income where possible.

Open Door holds a comprehensive HR support contract with Citation Plc which provides professional legal advice regarding personnel issues including any legal costs that may be incurred due to employment tribunals.

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Open Door also receives professional guidance and support regarding Health & Safety compliance through Citation Plc.

Open Door has in place Public Liability, Employer Liability and Professional Liability Insurances which are reviewed annually.

**STATEMENT OF DIRECTOR AND TRUSTEE RESPONSIBILITIES**

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

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

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

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

**STATEMENT OF DISCLOSURE TO AUDITOR**

So far as the Trustees are aware, there is no relevant audit information of which the charitable company's auditor is unaware. Additionally, the Trustees have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

**AUDITORS**

Clemence Hoare Cummings were appointed as the charity's auditors for the financial year commencing 1<sup>st</sup> April 2020 and a resolution to re-appoint them as auditors will be proposed at the forthcoming annual general meeting.

This report has been prepared in accordance with the Statement of Recommended Practice –

Accounting and Reporting by Charities (issued in March 2005) and taking advantage of the small companies' exemption of Section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on <sup>30</sup> November 2021 and signed on its behalf by:



**M Fall (Chairperson)**

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

**Independent Auditor's Report to the Trustees of Thurrock Open Door**

**Opinion**

We have audited the financial statements of Thurrock Open Door (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

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

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

**Other information**

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

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

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

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

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

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**Our responsibilities for the audit of the financial statements**

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

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

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

- We have designed our work to ensure that laws and regulations have been adhered to, and the transactions undertaken by the Charity are properly reflected in the financial statements.

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

- We have obtained a detailed understanding of the Charity's internal control systems and we have used the knowledge gained to identify any areas of risk of mis-statement or fraud.

We have then designed our audit tests in each area to identify whether in respect of the transactions we have selected for testing the relevant controls have operated as expected.

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

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Lee Blunden FCCA CTA  
Clemence Hoar Cummings,  
Chartered Accountants and Registered Auditors  
Riverside House,  
1-5 Como Street  
Romford,  
Essex, RM7 7DN

Dated.....30 November 2021.....

**THURROCK OPEN DOOR**  
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**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR  
ENDED 31 MARCH 2021  
SUMMARY INCOME AND EXPENDITURE ACCOUNT**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Income</b>					
Donations and Bequests	2	2,056	-	2,056	3,742
Income from Charitable Activities Grants and Contract Income	3	219,457	477,365	696,822	694,062
Other Income	4	419	200	619	2,076
<b>Total Income</b>		<b>221,932</b>	<b>477,565</b>	<b>699,497</b>	<b>699,880</b>
<b>Expenditure</b>					
Expenditure on Charitable Activities	6	160,329	363,988	524,317	584,325
<b>Total Expenditure</b>		<b>160,329</b>	<b>363,988</b>	<b>524,317</b>	<b>584,325</b>
<b>Net income / (Expenditure) &amp; Net Movement In Funds</b>		61,603	113,577	175,180	115,555
<b>Transfers between Funds</b>		(18,620)	18,620	-	-
Total Funds brought forward		714,996	89,884	804,880	689,325
<b>Total Funds carried forward</b>		<b>757,979</b>	<b>222,081</b>	<b>980,060</b>	<b>804,880</b>

All incoming resources and resources expended derive from continuing activities.

There were no recognised gains or losses other than those included in the Statement of Financial Activities during the current and previous year.

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**BALANCE SHEET AS AT 31 MARCH 2021**  
Company Number 5670567

	Notes	2021 £	£	2020 £	£
<b>Fixed Assets</b>					
Tangible Fixed Assets	9		107,717		105,248
<b>Current Assets</b>					
Debtors	10	51,533		7,202	
Cash at Bank and in Hand		<u>979,588</u>		<u>794,051</u>	
		1,031,121		801,253	
<b>Liabilities</b>					
Creditors: due within one year	11	<u>158,778</u>		<u>101,621</u>	
<b>Net Current Assets</b>			872,343		699,632
<b>Net Assets</b>			<u><u>980,060</u></u>		<u><u>804,880</u></u>
<b>The Funds of the Charity</b>					
<b>Unrestricted funds:</b>					
General	12	397,215		425,296	
Designated	12	<u>360,764</u>		<u>289,700</u>	
			757,979		714,996
<b>Restricted</b>	12		222,081		89,884
<b>Total Charity Funds</b>			<u><u>980,060</u></u>		<u><u>804,880</u></u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the company.

These financial statements were approved by the Board of Directors and authorised for issue on 30 November 2021 and signed in their behalf by:



.....  
**M FALL (Chair)**

The notes on pages 26 to 37 form part of these financial statements.

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS FOR THE PERIOD ENDING 31 MARCH 2021**

	2021 £	2020 £
<b>Cash flows from operating activities:</b>		
Cash generated from operations	193,368	111,314
<b>Cash flows from investing activities:</b>		
Purchase of Tangible Fixed Assets	(8,250)	(5,760)
<b>Net cash provided by (used in) investing activities</b>	<u>(8,250)</u>	<u>(5,760)</u>
<b>Cash flows from financing Activities</b>		
Investment Income	419	1,994
<b>Change In Cash &amp; Cash Equivalents in the period</b>	<u><b>185,537</b></u>	<u><b>107,548</b></u>
<b>Increase / Decrease In Cash &amp; Cash Equivalents</b>		
Cash & Cash Equivalents at the start of the period	794,051	686,503
Cash & Cash Equivalents at the end of the period	979,588	794,051
<b>Increase / (Decrease)</b>	<u><b>185,537</b></u>	<u><b>107,548</b></u>

**RECONCILIATION OF NET INCOME/ (EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2021 £	2020 £
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	175,180	115,555
<b>Adjustments for:</b>		
Depreciation charges	5,781	4,029
Interest received	(419)	(1,994)
(Increase)/Decrease in debtors	(44,331)	4,052
Increase/(Decrease) in creditors	57,157	(10,328)
<b>Net cash provided by / (used in) operating activities</b>	<u><b>193,368</b></u>	<u><b>111,314</b></u>

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

**1. Accounting policies**

**a) Basis of preparation of accounts**

The financial statements have been prepared under the historical cost convention and in accordance with the 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 (FRS102) (effective January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2016.

The Charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

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

**b) Incoming resources**

Donations and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year to which they relate. Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Interest receivable and other income is included in the SOFA in the year in which it is receivable.

**c) Expenditure and allocation of costs**

All expenditure is included when it is incurred on an accruals basis. Resources expended include attributable VAT which cannot be recovered.

Costs are allocated between charitable and other expenditure in accordance with the nature of the cost. Where items involve more than one category, they are apportioned between the categories in accordance with the nature of the cost.

**d) Fund accounting**

Funds held by the charity are either:

**Restricted funds** - Restricted funds represent grants and donations received which are allocated by the donor for specific purposes.

**Designated funds** – Designated funds represent funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.

**Unrestricted income funds** - Unrestricted funds represent income, which is expendable at the discretion of the Trustees in the furtherance of the objects of the charity.

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

**1. Accounting policies (continued)**

**e) Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost.

Depreciation is calculated to write off the cost, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Buildings	2%	Straight line
Computer equipment	33%	Straight line
Office equipment	25%	Straight line or over the period of the lease
Fixtures and fittings	25%	Straight line

The Trustees have set an amount of £1,000, being the value below which fixed assets purchased are not capitalised.

**f) Debtors**

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

**g) Creditors**

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

**h) Operating leases**

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

**i) Contributions to pension funds**

**Defined Contribution Scheme**

The pension costs charged in the year represent the amount of the contributions payable to the scheme in respect of the accounting period.

**j) Transition to FRS 102**

Restatement of opening fund balances or reported net income at the date of transition was not required. The transition date was 01 April 2014.

<b>2. Donations &amp; Legacies</b>	<b>Unrestricted Funds £</b>	<b>Total 2021 £</b>	<b>Unrestricted Funds £</b>	<b>Total 2020 £</b>
Corporate Donations	2,056	2,056	3,742	3,742
	<b>2,056</b>	<b>2,056</b>	<b>3,742</b>	<b>3,742</b>

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

3. Income from Charitable Activities - Grants and Contract Income	Unrestricted Funds	Restricted Funds	Total 2021	Unrestricted Funds	Restricted Funds	Total 2020
	£	£	£	£	£	£
<b>Projects</b>						
Housing Advice Support Service	-	151,076	151,076	-	149,498	149,498
Mentoring**	-	80,548	80,548	-	41,819	41,819
Social Inclusion Project	-	59,970	59,970	-	45,000	45,000
Young People Looked After	-	45,311	45,311	-	74,946	74,946
Futureversity	-	35,000	35,000	-	56	56
BBC Children in Need	-	31,338	31,338	-	33,157	33,157
FIF Xtra	-	22,750	22,750	-	-	-
TIME*	-	18,500	18,500	-	52,000	52,000
Mental Health Advocacy	-	15,888	15,888	-	-	-
Southend CCG	-	8,598	8,598	-	-	-
NEE Interventions	-	8,386	8,386	-	-	-
Counselling Interventions	163,984	-	163,984	196,151	-	196,151
Thurrock Council	50,909	-	50,909	34,500	-	34,500
Missing Children	4,396	-	4,396	48,358	-	48,358
Building Capabilities	-	-	-	-	6,997	6,997
Dad's Factor	-	-	-	-	11,480	11,480
Coaching into Independence	168	-	168	-	-	-
FIF South	-	-	-	100	-	100
	<b>219,457</b>	<b>477,365</b>	<b>696,822</b>	<b>279,109</b>	<b>414,953</b>	<b>694,062</b>

\*Thurrock Interventions Missing Episodes

\*\*Previously called Schools Outreach Service

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

<b>4. Other Income</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>	<b>Total 2020</b>
Investment Income	419	-	419	1,994
Miscellaneous Income	-	200	200	82
	<b>419</b>	<b>200</b>	<b>619</b>	<b>2,076</b>

All 2020 Other Income is Unrestricted Income.

**5. Support Costs**

The charity identifies and classifies support costs into general support (back office etc) and governance. These costs are then apportioned separately between the key activities undertaken in the year (see Note 5). The basis of apportionment is estimated usage of support function by each activity.

	<b>General Support £</b>	<b>Governance £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Staff Costs	25,472	-	25,472	24,925
Premises Expenses	793	-	793	40
Communications & IT Costs	8,386	46	8,432	13,903
Legal & Professional Fees	24,817	-	24,817	27,499
Other Costs	4,626	5	4,631	3,558
Audit Fees	-	5,640	5,640	7,295
Committee Travel/Other Expenses	-	-	-	-
	<b>64,094</b>	<b>5,691</b>	<b>69,785</b>	<b>77,220</b>

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

6. Expenditure on Charitable Activities	Staff Costs £	Project Related Costs £	Premises Related Costs £	Office & IT Costs £	Legal & Other Costs £	Support Costs £	Total 2021 £	Total 2020 £
<b>Restricted Funds</b>								
Housing Advice Support Service	92,439	437	1,899	2,798	100	14,996	112,669	137,021
Mentoring**	31,286	1,049	(13)	375	274	5,062	38,033	70,578
Social Inclusion Project	33,522	2,849	80	792	20	5,721	42,984	32,271
Young People Looked After	49,026	1,161	1,290	1,408	1,247	8,310	62,443	38,708
Futureversity	-	12,829	-	400	19,663	5,050	37,942	50,950
BBC Children in Need	33,908	803	892	974	862	5,748	43,186	31,225
FIF Xtra	4,009	-	-	-	-	616	4,625	4,138
TIME*	10,639	-	-	-	-	1,633	12,272	6,198
Mental Health Advocacy	4,009	-	-	-	-	616	4,625	6,063
Southend CCG	2,167	-	-	-	-	333	2,500	-
NEE Interventions	2,167	-	-	-	-	333	2,500	-
# I Will Fund	181	-	-	-	-	28	209	-
	<b>263,353</b>	<b>19,128</b>	<b>4,148</b>	<b>6,747</b>	<b>22,166</b>	<b>48,446</b>	<b>363,988</b>	<b>377,152</b>
<b>Unrestricted Funds</b>								
Interventions	112,436	21,574	281	2,384	1,383	21,196	159,254	159,651
Missing Children	932	-	-	-	-	143	1,075	38,036
Coaching Into Independence	-	-	-	-	-	-	-	1,208
	<b>113,368</b>	<b>21,574</b>	<b>281</b>	<b>2,384</b>	<b>1,383</b>	<b>21,339</b>	<b>160,329</b>	<b>198,895</b>
<b>Total Costs</b>	<b>376,721</b>	<b>40,702</b>	<b>4,429</b>	<b>9,131</b>	<b>23,549</b>	<b>69,785</b>	<b>524,317</b>	<b>576,047</b>

\*Thurrock Interventions Missing Episodes

\*\*Previously called Schools Outreach Service

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

<b>7. Net Income for the Year</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
This is stated after charging:		
Depreciation	5,781	4,029
Operating Lease	2,857	1,640
Auditors Remuneration	5,640	7,295
	<hr/>	<hr/>
<b>8. Staff Costs</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Salaries and Wages	368,245	389,191
Social Security Costs	23,543	28,766
Pension Costs	10,406	10,454
	<hr/>	<hr/>
	<b>402,194</b>	<b>428,411</b>
	<hr/>	<hr/>
Average Numbers of Employees	22	23
	<hr/>	<hr/>

1 employee received employee benefits of £60,000- £69,999 (2020: 1).

No trustee received any remuneration or reimbursement of expenses during the year (2020: Nil)

The key management personnel of the charity comprises the Chief Executive Officer, the Director of Therapeutic Interventions and the Senior Business Support Manager. The total employee benefits of the key management personnel of the charity were £137,000.

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

9. Tangible Fixed Assets	Freehold Property £	Fixtures Fittings & Equipment £	Total £
<b>Cost</b>			
At 1 April 2020	119,474	19,432	138,906
Additions	-	8,250	8,250
At 31 March 2021	<b>119,474</b>	<b>27,682</b>	<b>147,156</b>
<b>Depreciation</b>			
At 1 April 2020	18,915	14,743	33,658
Charge for the Year	2,391	3,390	5,781
At 31 March 2021	<b>21,306</b>	<b>18,133</b>	<b>39,439</b>
<b>Net Book Value</b>			
At 31 March 2021	<b>98,168</b>	<b>9,549</b>	<b>107,717</b>
At 31 March 2020	100,559	4,689	105,248
<b>10. Debtors</b>		<b>Total 2021 £</b>	<b>Total 2020 £</b>
Trade Debtors		47,652	5,472
Other Debtors & Prepayments		3,881	1,730
		<b>51,533</b>	<b>7,202</b>

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

<b>11. Creditors</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Sundry Creditors & Accruals	14,153	13,368
Deferred Income	137,270	82,214
Taxation & Social Security	7,355	6,039
	<b>158,778</b>	<b>101,621</b>

**Deferred Income  
comprises:**

	<b>At 01 Apr 2020 £</b>	<b>Released £</b>	<b>Deferred £</b>	<b>At 31 Mar 2021 £</b>
Housing Advice Support Service	20,692	(20,692)	-	-
Building Capabilities	17,780	(17,780)	-	-
Couselling Interventions	16,667	(16,667)	35,000	35,000
TIME	9,273	(9,273)	-	-
Social Inclusion Project	7,500	(7,500)	-	-
Young People Looked After	5,904	(5,904)	28,150	28,150
Mentoring	4,398	(4,398)	23,500	23,500
Southend CCG	-	-	41,052	41,052
Children in Need	-	-	9,568	9,568
	<b>82,214</b>	<b>(82,214)</b>	<b>137,270</b>	<b>137,270</b>

**THURROCK OPEN DOOR**  
(A company limited by guarantee)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

12. Movements in Funds	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers between Funds £	Balance at 31 Mar 2021 £
<b>Restricted Funds</b>					
Housing Advice Support Service	12,477	151,076	(112,669)	-	50,884
Mentoring	30,733	80,548	(38,033)	-	73,248
Social Inclusion Project	6,292	59,970	(42,984)	-	23,278
Young People Looked After	8,422	45,311	(62,443)	8,710	-
Futureversity	-	35,200	(37,942)	2,742	-
BBC Children in Need	4,889	31,338	(43,186)	6,959	-
FIF Xtra	-	22,750	(4,625)	-	18,125
TIME	19,729	18,500	(12,272)	-	25,957
Mental Health Advocacy	-	15,888	(4,625)	-	11,263
Southend CCG	-	8,598	(2,500)	-	6,098
NEE Interventions	-	8,386	(2,500)	-	5,886
Dad's Factor	7,342	-	-	-	7,342
# I Will Fund	-	-	(209)	209	-
	<b>89,884</b>	<b>477,565</b>	<b>(363,988)</b>	<b>18,620</b>	<b>222,081</b>

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers between Funds £	Balance at 31 Mar 2021 £
<b>Designated Funds</b>					
Counselling Interventions	99,141	163,984	(159,254)	-	103,871
Redundancy Reserve	60,000	-	-	39,176	99,176
Fixed Asset Reserve	100,559	-	(2,391)	9,549	107,717
IT Replacement Reserve	15,000	-	-	5,000	20,000
Thurrock Summer Programme	-	-	-	10,000	10,000
Repairs & Maintenance	15,000	-	-	5,000	20,000
	<b>289,700</b>	<b>163,984</b>	<b>(161,645)</b>	<b>68,725</b>	<b>360,764</b>
<b>General Funds</b>					
<b>General Reserve</b>	425,296	57,948	1,316	(87,345)	397,215
	<b>804,880</b>	<b>699,497</b>	<b>(524,317)</b>	<b>-</b>	<b>980,060</b>

**THURROCK OPEN DOOR**  
**(A company limited by guarantee)**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

Fund transfers have been made in order to clear residual balances on expired projects, or to ensure ongoing restricted funds are not negative, and in order to establish a designated fund for the replacement of IT equipment and software.

Open Door works with young people and vulnerable adults to help them realise their aspirations and address any barriers that may stop them from achieving their full potential. Open Door operates a number of services and projects which are as follows:

**Housing Advice Support Service (HASS)**

Providing information advice, advocacy and support for people regarding housing and welfare benefits in Thurrock. There are three other elements to the service:

Mediation - Providing family mediation where there is a relationship breakdown. The aim of the mediation is to address issues and reach an agreed compromise that will enable the young person to remain in the family home.

Rent Deposit Scheme - Deposits are funded by Thurrock Council enabling Open Door to provide a number of un-repayable rent deposits to help secure accommodation in the Private Let sector for local people who would otherwise be homeless.

The HASS service is funded by a grant from The Big Lottery.

**Young People Looked After Advocacy (YPLA)**

This service provides advocacy and support for young people who are looked after by Thurrock Council. It includes advocacy, support, mentoring, social activities, assistance with complaints, attendance at reviews and consultation with young people.

This service is part funded by a BBC Children in Need grant, a Henry Smith grant and Thurrock Council.

**Social Inclusion Project (SIP)**

The Social Isolation Project works with care leavers to help reduce social isolation and help them develop independent living skills. A weekly group operates alongside some one-to one mentoring for those not ready to join a group. This pilot project has been funded by the Lloyds Bank Foundation.

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

**Mentoring**

Open Door is commissioned by Thurrock Council to deliver a mentoring and coaching programme for young people in Thurrock. Young people are identified who are experiencing difficulties with behaviour, motivation and/or isolation. All mentoring is goal focused and concerned with building young people's resilience, confidence and self-esteem whilst reducing their isolation. This is achieved by matching and supporting trained mentors who work one to one with the young person, to help them develop a plan and work towards achieving their own personal goals..

**Dad's Factor**

The project supports Fathers with children who are subject to Child protection plans. The project provides one to one mentoring to encourage the Father to become involved in their children's support and thus prevent these children from entering the care system. The project is funded by Essex County Council.

**Interventions**

This service provides a range of one-to-one client focused therapeutic interventions for children, young people and their families. The help provided includes therapeutic Counseling, Cognitive Behavior Therapy, Anger Management, Life Coaching, Play Therapy and Mediation. The service is provided both from our base in Orsett Road Grays and at several schools across Thurrock. This Project is Funded by the Big Lottery Community fund and Thurrock CCG.

**CYP MH Advocacy**

Mental Health Advocacy for Children and Young People in for the Mid and West Essex CCG areas. This project requires advocates to be available for children and young people who are patients in NHS Mental Health units and receiving ongoing mental health support. The project is commissioned until March 2022.

**Futureversity**

Provides motivational activity programmes for young people based on the Futureversity Superpowers model.

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

**Redundancy Reserve**

In accordance with the reserves policy on page 14 a reserve has been set up by the charity to meet the potential redundancy costs for existing staff in the event of a close down of the charity.

**Thurrock Summer Programme**

Open Door Board of Trustees have designated funds to establish and run Summer Programme of Activities for young people based on the Futureversity model.

**Fixed Asset (Property) Reserve**

The Fixed Asset Reserve represents funds spent on a property for the Interventions Service and is equal to the net book value of that asset on the balance sheet.

**IT Replacement Reserve**

This reserve is for the ongoing replacement of aging IT equipment and software.

**Repairs & Maintenance Reserve**

The Repairs & Maintenance Reserve has been set up to fund significant repairs on Open Door's registered office and Interventions Service base at 16B Orsett Road, Grays should they become necessary.

13. Analysis of Net Assets between Funds	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Fixed Assets	107,717	-	107,717	105,248
Current Assets	629,155	401,966	1,031,121	801,253
Current Liabilities	(21,508)	(137,270)	(158,778)	(101,621)
	<b>715,364</b>	<b>264,696</b>	<b>980,060</b>	<b>804,880</b>

**14. Share Capital**

The charity does not have a share capital and is limited by guarantee. In the event of the

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**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

charity being wound up the maximum amount which each member is liable to contribute is £1.

**15. Related Parties**

There have been no transactions with related parties in the year (2020: £Nil).

**16. Pension Costs**

The charity operates a defined contribution pension scheme. Contributions are charged against income as they are paid.

**17. Operating Lease Commitments**

Future minimum lease payments due under operating leases:-

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Within one year	2,857	3,420
In two to five years	-	4,275
	<u><b>2,857</b></u>	<u><b>7,695</b></u>

Operating lease payments represent amounts payable by the charity for additional premises. The lease term is 3 years.