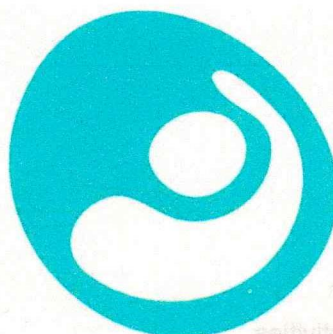


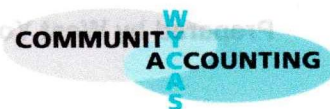
Joanna Leeds

Charity number 1138640

**Annual Report and Financial Statements
for the year ended 31 December 2021**



**JOANNA
PROJECT**



West Yorkshire Community Accounting Service

**Annual Report and Financial Statements
for the year ended 31 December 2021**

Contents	Page
Trustees' report	2 to 4
Examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 to 12

Prepared by West Yorkshire Community Accounting Service

Joanna Leeds

Trustees' report for the year ended 31 December 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Angharad Turner-Fielder	Chair	
Naomi Simkins		Resigned 18 March 2021
Ifan Greville	Treasurer	
Joanne Simpson		Resigned 21 September 2021
Margaret Emily Harvey		Appointed 19 January 2021
Heather France		Appointed 18 March 2021
Gerard Murray		

Charity number 1138640 Registered in England and Wales

Registered and principal address

Joanna House
1 Sydenham Street
Leeds
LS11 9RR

Bankers

Unity Trust Bank plc	CAF Bank Ltd
Nine Brindleyplace	25 Kings Hill Avenue
Birmingham	Kings Hill
B1 2HB	West Malling
	ME19 4JQ

Independent examiner

Claire Welling

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation which converted from a charitable company on 8 October 2020.

Method of recruitment and appointment of trustees

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Joanna Leeds

Trustees' report (continued) for the year ended 31 December 2021

Objectives and activities

The charity's objects

To relieve the charitable needs of vulnerable women and girls, particularly those who are at risk of or involved in prostitution in Leeds, or such other locations as the trustees may from time to time think fit, and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the charity.

The charity's main activities

Joanna works with women and girls, particularly those at risk of or involved in prostitution in Leeds. Through practical and emotional support, befriending and mentoring we aim to enable these women to exit prostitution and sustain a new life.

Public benefit statement

In setting our objectives and planning our activities Joanna Project's trustees have given serious consideration to the Charity Commission's general guidance on public benefit. Our focus in particular is on improving the safety, health and wellbeing of the vulnerable women in contact with the charity, in accordance with Joanna Project's purpose.

The 'heads of charity' Joanna Project operates within is the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Achievements and performance

We work with women who have encountered multiple disadvantages and whose complex needs require a long term relational approach.

The community aspect of Joanna Project has been slowly rebuilding, despite the challenges of pandemic restrictions. Our weekly Thursday Open House is bustling once again, with the benefit of Bevan Healthcare Van and other professionals who value the relaxed environment for building rapport with the women.

A major benefit to our service has been the successful fundraising for and purchase of a replacement outreach vehicle in September 2021; this is used daily for daytime outreach and our twice-weekly evening outreach service which was restarted in June following the easing of coronavirus regulations. During lockdown Leeds Council closed the 'Managed Approach' area, yet the efficacy of our close working relationship with the specialist police officers continues, regularly accelerating the provision of support to the women encountered.

An exciting new aspect to Joanna Project has been the launch of two support groups, separately for alcohol and drug addiction recovery. These user-led groups met weekly to set goals, share experiences reflectively, learn together and undertake therapeutic activities with input from staff with occupational therapy expertise and experience. This development represents a significant milestone in our service, indicative of our intention to grow through challenges. Another proud achievement was supporting four women to Residential Rehabilitation, a record number.

Financial review

The net expenditure for the year was £19,225, including net expenditure of £-1,244 on unrestricted funds and net expenditure of £20,469 on restricted funds after transfers.

We have not identified any material uncertainties that cast doubt on the ability of Joanna Leeds to continue as a going concern in the short term. We continue to take a prudent approach to the cost base with a recent example being a decision to delay the replacement of a recent vacancy. This short term postponement will be reviewed in April when we hope to receive news of our successful National Lottery grant application.

The additional uncertainty and expense caused by Covid (i.e. IT equipment to facilitate different ways of working) incurred in 2021, is not expected to be repeated in 2022. As a result it is expected that a greater proportion of time, energy and resources can be directed towards the primary aim of the charity.

Joanna Leeds

Trustees' report (continued) for the year ended 31 December 2021

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £89,785.

Joanna Project's reserves policy is to hold free reserves (unrestricted funds not committed or invested in tangible assets) of between 3 and 6 months of total annual expenditure in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close.

Signed on behalf of the board of trustees on 22.03.2022

Signed: *A. Turner-Fielder* (Trustee)

Name: ANGHARAD TURNER-FIELDER

Joanna Leeds

Independent examiner's report to the trustees of Joanna Leeds

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2021, which are set out on pages 6 to 12.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Name: Claire Welling

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Joanna Leeds

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 December 2021

	Notes	2021	2021	2021	2020
		Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
Income from:					
Grants	(2)	1,700	104,978	106,678	163,665
Regular donations		30,627	-	30,627	28,638
One off donations		19,618	100	19,718	31,632
Fundraising		1,394	9,311	10,705	2,982
Gift aid		6,895	59	6,954	5,998
Other income		6,158	-	6,158	587
Total income		66,392	114,448	180,840	233,502
Expenditure on:					
Salaries, NIC and pensions	(3)	66,926	82,579	149,505	131,245
Payroll charges		309	546	855	926
Staff travel and expenses		-	1,682	1,682	926
Training and other staff costs		138	1,269	1,407	835
Local outreach		-	7,494	7,494	3,441
Rent, rates and service charge		-	1,367	1,367	5,867
Utilities		85	5,226	5,311	3,693
Security		1,571	540	2,111	1,184
Building and garden expenses		83	383	466	638
Food and consumables		-	6,951	6,951	3,650
Printing, postage and stationery		67	205	272	347
Telephone		589	1,132	1,721	2,956
Internet, website and computer expenses		1,037	4,740	5,777	3,810
Office expense		164	902	1,066	364
Advertising and publicity		-	-	-	182
Membership and subscriptions		313	337	650	509
Insurance		459	355	814	785
Professional fees		2,454	1,377	3,831	6,606
Vehicle expense		698	3,357	4,055	4,753
Other expense		-	-	-	117
Depreciation		4,730	-	4,730	480
Total expenditure		79,623	120,442	200,065	173,314
Net income / (expenditure)		(13,231)	(5,994)	(19,225)	60,188
Transfers between funds		14,475	(14,475)	-	-
Net movement in funds		1,244	(20,469)	(19,225)	60,188
Fund balances brought forward		105,130	52,110	157,240	97,052
Fund balances carried forward	(4)	106,374	31,641	138,015	157,240

All incoming resources and resources expended derive from continuing activities.

Joanna Leeds

Balance sheet

as at 31 December 2021

	2021	2021	2021	2020
	Unrestricted £	Restricted £	Total £	Total £
Fixed assets				
Tangible assets	(5) 16,589	-	16,589	4,320
Total fixed assets	16,589	-	16,589	4,320
Current assets				
Debtors and prepayments	(6) 2,519	3,629	6,148	43,388
Cash at bank and in hand	(7) 88,106	28,012	116,118	112,622
Total current assets	90,625	31,641	122,266	156,010
Current liabilities:				
amounts falling due within one year				
Accruals	840	-	840	3,090
Total current liabilities	840	-	840	3,090
Net current assets	89,785	31,641	121,426	152,920
Net assets	106,374	31,641	138,015	157,240
Funds				
Unrestricted funds	106,374	-	106,374	105,130
Restricted funds	-	31,641	31,641	52,110
Total funds	106,374	31,641	138,015	157,240

The financial statements were approved by the board of trustees on 22.03.2022

Signed:  (Trustee)

Name: ANGHARAD TURNER-FELDER

Joanna Leeds

Notes to the accounts

for the year ended 31 December 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

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

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Software : over 10 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Joanna Leeds

Notes to the accounts continued

for the year ended 31 December 2021

Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

2 Grants and donations

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Basis Yorkshire	-	4,800	4,800	5,575
Big Lottery Fund	-	28,460	28,460	62,121
Clothworkers' Foundation	-	7,600	7,600	-
Leeds Community Foundation	-	2,948	2,948	-
Department for Digital, Culture, Media and Sport	-	-	-	7,165
Garfield Weston	-	20,000	20,000	-
Hill Dickinson Foundation	-	-	-	3,000
HMRC - Coronavirus Job Retention Scheme	-	-	-	4,248
Leeds City Council	-	5,015	5,015	4,000
Leeds Womens Aid	1,700	-	1,700	-
Lloyds Community Fund	-	-	-	4,850
Ministry of Justice	-	-	-	35,280
Smallwood Trust	-	5,976	5,976	5,976
The Joseph Rank Trust	-	15,000	15,000	15,000
The Pilgrim Trust	-	9,179	9,179	15,000
West Yorkshire Police & Crime Commissioner	-	6,000	6,000	-
Other small grants	-	-	-	1,450
	<u>1,700</u>	<u>104,978</u>	<u>106,678</u>	<u>163,665</u>

3 Staff costs and numbers

	2021	2020
	£	£
Gross salaries	135,442	122,815
Social security costs	11,675	6,284
Employment allowance	(4,000)	(4,000)
Pensions	6,388	6,146
	<u>149,505</u>	<u>131,245</u>

The average number employees during the year was 5.7, being an average of 5 full time equivalent (2020: 6, 5.3 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2021	2020
	£	£
Costs of the scheme to the charity for the year	6,388	6,146

Joanna Leeds

Notes to the accounts continued

for the year ended 31 December 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Basis Yorkshire	5,027	4,800	5,721	-	4,106
Big Lottery Community Fund	7,776	28,460	38,760	2,524	-
The Joseph Rank Trust	2,874	15,000	15,039	-	2,835
Leeds City Council	4,058	5,015	4,242	-	4,831
Skipton Building Society Foundation	1,000	-	1,000	-	-
Yorkshire Building Society	812	-	812	-	-
Hill Dickinson Foundation	1,304	-	1,304	-	-
Ministry of Justice	23,866	-	23,866	-	-
The Pilgrim Trust	2,318	9,179	11,497	-	-
Smallwood Trust	3,075	5,976	9,051	-	-
Leeds Community Foundation	-	2,948	203	-	2,745
Garfield Weston Foundation	-	20,000	5,031	-	14,969
Safer Communities	-	6,000	3,916	-	2,084
Wheel Appeal	-	17,070	-	(16,999)	71
	<u>52,110</u>	<u>114,448</u>	<u>120,442</u>	<u>(14,475)</u>	<u>31,641</u>

Fund name

Purpose of restriction

Basis Yorkshire	Winter Warmer and Athena grant.
Big Lottery Community Fund	Towards costs of specified salaries and running expenses. The transfer related to a project overspend met from unrestricted funds.
The Joseph Rank Trust	Towards salary costs of the Outreach and Support worker.
Leeds City Council	Towards costs of Joanna House rent, emergency clothing, food, transport, activity packs, electricity.
Skipton Building Society Foundation	Towards craft, baking and cooking items.
Yorkshire Building Society	Towards costs of events and activities.
Hill Dickinson Foundation	Towards utilities and food.
Ministry of Justice	Towards core costs of the charity.
The Pilgrim Trust	Towards director salary contribution.
Smallwood Trust	Towards salaries and IT hardware.
Leeds Community Foundation	Towards local out reach costs.
Garfield Weston Foundation	Towards outreach Worker salary, utilities, outreach costs .
Safer Communities	Towards bus tokens, Mileage, Parking.
Wheel Appeal	Towards purchasing a vehicle. The transfer relates to moving the capitalised vehicle cost to unrestricted funds as the vehicle will be used for general purposes.

Joanna Leeds

Notes to the accounts continued

for the year ended 31 December 2021

5 Tangible assets	Software	Motor vehicles	Total
Cost	£	£	£
At 1 January 2021	4,800	11,692	16,492
Additions	-	16,999	16,999
Disposals	-	(11,692)	(11,692)
At 31 December 2021	4,800	16,999	21,799
Depreciation			
At 1 January 2021	480	11,692	12,172
Depn reversed re. disposals	-	(11,692)	(11,692)
Charge for year	480	4,250	4,730
At 31 December 2021	960	4,250	5,210
Net book value			
At 31 December 2021	3,840	12,749	16,589
At 31 December 2020	4,320	-	4,320

6 Debtors and prepayments

Debtors

Prepayments

2021	2020
£	£
2,954	40,130
3,194	3,258
6,148	43,388

7 Cash at bank and in hand

Cash at bank

Cash in hand

2021	2020
£	£
115,783	112,279
335	343
116,118	112,622

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received by the Chief Officer were £36,889 (previous year: £32,253).

Joanna Leeds

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 December 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants	1,700	1,450	104,978	162,215	106,678	163,665
Regular donations	30,627	28,638	-	-	30,627	28,638
One off donations	19,618	31,632	100	-	19,718	31,632
Fundraising	1,394	2,982	9,311	-	10,705	2,982
Gift Aid	6,895	5,998	59	-	6,954	5,998
Other income	6,158	587	-	-	6,158	587
Total income	66,392	71,287	114,448	162,215	180,840	233,502
Expenditure						
Salaries, NIC and pensions	66,926	22,961	82,579	108,284	149,505	131,245
Payroll charges	309	-	546	926	855	926
Staff travel and expenses	-	148	1,682	778	1,682	926
Training and other staff costs	138	55	1,269	780	1,407	835
Local outreach	-	208	7,494	3,233	7,494	3,441
Rent, rates and service charge	-	-	1,367	5,867	1,367	5,867
Utilities	85	108	5,226	3,585	5,311	3,693
Security	1,571	-	540	1,184	2,111	1,184
Building and garden expenses	83	56	383	582	466	638
Food and consumables	-	633	6,951	3,017	6,951	3,650
Printing, postage and stationery	67	81	205	266	272	347
Telephone	589	31	1,132	2,925	1,721	2,956
Internet, website and computer exp.	1,037	588	4,740	3,222	5,777	3,810
Office expense	164	90	902	274	1,066	364
Advertising and publicity	-	-	-	182	-	182
Membership and subscriptions	313	255	337	254	650	509
Insurance	459	-	355	785	814	785
Professional fees	2,454	6,606	1,377	-	3,831	6,606
Vehicle expense	698	234	3,357	4,519	4,055	4,753
Other expense	-	112	-	5	-	117
Depreciation	4,730	480	-	-	4,730	480
Total expenditure	79,623	32,646	120,442	140,668	200,065	173,314
Net income / (expenditure)	(13,231)	38,641	(5,994)	21,547	(19,225)	60,188
Transfers between funds	14,475	5,936	(14,475)	(5,936)	-	-
Net movement in funds	1,244	44,577	(20,469)	15,611	(19,225)	60,188
Fund balances brought forward	105,130	60,553	52,110	36,499	157,240	97,052
Fund balances carried forward	106,374	105,130	31,641	52,110	138,015	157,240