

Company number: 07517887

Charity Number: 1140822

# Justlife Foundation Limited

Report and financial statements

For the year ended 31 March 2024

Justlife Foundation Limited  
Reference and administration information

**Company number** 07517887

**Charity number** 1140822

**Registered office and operational address**

Justlife Centre, 1479-1489 Ashton Old Road, Openshaw, Manchester, England, M11 1HH

## Name

The charity also uses the name “Justlife Foundation” or “Justlife”.

## Trustees

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Oliver Heath

Zoe Maurice

Amy Sheehan Daly

John Wilson (resigned 24 January 2024)

Andrew Man (resigned 24 May 2024)

Francesca Albanese

Thomas Neumark Jones

Jack Shaw

Hilary Burkitt

Helen Evans

Emma Garner

David Steell

Charlotte Michael (appointed 30 June 2023)

### Key management personnel

Chief Executive, Simon Gale

## Bankers

Cop-operative Bank plc, PO Box 101, 1 Balloon Street, Manchester M60 4EP

## Auditors

Third Sector Accountancy Limited, Holyoake House, Hanover Street, Manchester M60 0AS.

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**The Chair and Chief Executive's Statement for the year ended 31 March 2024**

2023/24 has been an incredible and challenging year for Justlife in equal measure. Our income grew by 21% to £1.5M as we developed new projects such as training people with experience of homelessness to carry out research into temporary accommodation, and a national role increasing our capacity to influence policy makers and power holders. We have seen a 25% increase in the number of people we were able to support during the year to over 550 and some notable impact such as 78% of people receiving specialist support showing improved physical and mental health and 87% of those engaging in the Social Connection project reporting feeling less lonely and isolated.

We are extremely proud to have played a key role in the All Party Parliamentary Group for Households in Temporary Accommodation led campaign that saw the Government change their code of guidance for local authorities so they now have to provide children under 2 with safe sleeping conditions. We hope this will have a direct impact on reducing the number of infant deaths where temporary accommodation is listed as a factor.

Worryingly, the number of households in homeless temporary accommodation now stands at a 25 year high of 117,450 which includes 151,630 children, up 12% in a year. The cost of living crisis, increased rent in the private rented sector and local and national government budget restraints have led to increasing pressure on people experiencing homelessness and have resulted in higher barriers to moving on positively in their lives. The need for Justlife is at its most critical since we were established 16 years ago.

The fundraising landscape continues to challenge charities including Justlife. Despite achieving our highest ever income, raising enough unrestricted income to cover the core costs of our services, central team and related costs is the hardest we've experienced. This challenge led to us spending unrestricted reserves and reducing our forecast expenditure for the 2024/25 financial year. Fortunately, we did not need to reduce service delivery. We continue to try to diversify our income streams and are excited by new opportunities and partnerships for the coming year.

As we move into the third and final year of our strategic plan, we are making good progress towards our aims. We are in the process of working with the staff team, volunteers and those we support to coproduce our next strategy and look forward to highlighting it in next year's report. We want to thank everyone including those who have kindly donated to our work, for joining us in our passion to make people's experience of homeless temporary accommodation short, safe and healthy.



Dave Steell  
Chair



Simon Gale  
Chief Executive

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## **Objectives and activities**

### **Objects**

The objects of Justlife as set out in the company's Memorandum of Association are:

The prevention or relief of poverty anywhere in the world by providing or assisting in the provision of education, training, healthcare projects and all the necessary support designed to enable individuals to generate a sustainable income and be self-sufficient.

### **Vision**

Our vision is to make people's stay in homeless temporary accommodation short, safe and healthy. Justlife was created to meet the needs of those living in temporary accommodation who are suffering from deteriorating mental and physical health, becoming victims of crime, losing control of their lives and dying prematurely.

### **Mission**

Our mission is to deliver work that helps us achieve this vision. The charity's main activities are providing services for people living in temporary accommodation and carrying out research, policy development, local and national networking and collaboration around temporary accommodation.

Our Theory of Change Strategy highlights four specific changes Justlife want to see through its work:

- Improved health and wellbeing.
- Improved housing and financial opportunities.
- Improved social capital.
- Systems change.

### **Values**

The core values which underpin the way Justlife delivers services and operates as an organisation are:

- People before programmes.
- Collaboration before competition.
- Innovation before institution.

### **Public Benefit**

The trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements of the charity and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees to ensure the charity's aims, objectives and activities remain focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

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## **Volunteers**

Volunteers play an important part at Justlife and this year more than 50 people have given their time and skills to support our work, through services such as the Social Connection Project, as well as helping with fundraising, administration and governance.

## **Achievements and Performance**

The charity's main activities are described below. All its charitable activities focus on people experiencing homelessness, especially the 'hidden homeless' in temporary accommodation and are undertaken to further Justlife Foundation Limited's charitable purposes for the public benefit.

Our core services focus on improving people's health, housing and wellbeing, and involve a variety of projects that aim to make people's stay in homeless temporary accommodation short, safe and healthy. Alongside these services, we carry out research, and policy development and build local and national networking and collaboration around temporary accommodation.

The following outlines our performance and achievements across the two geographical areas in which we deliver frontline services, Brighton & Hove and Greater Manchester, alongside our national research and policy work. In the last year, we have supported 557 individuals through our frontline services, many of whom are the most difficult to reach, hidden homeless households in temporary accommodation.

### Brighton & Hove

#### **Health Engagement**

The Health Engagement team supports people to access treatment for mental and physical health issues, with the aim of empowering people to take control of their health needs, improve their quality of life and move on from homelessness. The team helps people move out of temporary accommodation into more secure housing and address any wider needs they have. The team includes a specialist liver health role and has a member of the team based at the Accident and Emergency Department of the Royal Sussex County Hospital.

The Health Engagement team has worked with 236 people and some of the outcomes achieved are:

- 75 per cent had improved physical and mental health.
- 33 per cent had moved into appropriate accommodation
- 71 per cent had improved their access to health services.
- 60 per cent had improved their financial situation.

#### **Social Connection**

Social Connection is a befriending project that pairs people moving away from homelessness with a volunteer who meets regularly to help overcome social barriers and loneliness and develop meaningful

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social connections. The meetings are a fun activity of their choice, such as going for coffee, walks in the park, or to an event. The project also runs a peer support group, socials, and skills/wellbeing activities.

The Social Connection project has worked with 82 people and engaged 40 volunteers and some of the outcomes achieved are:

- 87 per cent felt less lonely and isolated.
- 60 per cent felt their resilience has increased.
- 75 per cent felt their motivation has improved.
- 90 per cent felt their confidence has increased.

“I have high-functioning autism, depression, anxiety and binge-eating disorder. I’ve recently been matched with (befriender) and already feel very lucky to have her in my life. To me having her as my befriender means having an empathetic, listening ear, who can use her own experiences to make suggestions on how to improve my situation.” (Social Connection beneficiary)

### **Changing Futures**

Justlife has two Community Support Workers who are part of a multi-disciplinary team within the local authority, aiming to improve outcomes for adults experiencing multiple disadvantage,- known as Multiple and Compound Needs (MCN) – including combinations of homelessness, substance misuse, mental health issues, domestic abuse and contact with the criminal justice system. Our Community Support Workers engaged with 25 people and highlights have included supporting people to remain in their accommodation rather than return to rough sleeping, enter into alcohol detox and rehabilitation and fully engage with physical and mental health services.

### **Justlife Hub**

In September 2023 the Brighton team moved into new premises and for the first time, we had our own space to deliver services and support. The Hub is used for meeting clients, delivering groups such as the Social Connection project and the Peer Research project, as well as launching a series of drop-in workshops and activities for people in homeless temporary accommodation across Brighton & Hove. The activities have included collaborations with the local authority, Citizens Advice, Kew Gardens and Together Co. 75 people attended the workshops and activities. The Hub has also become a key resource for the city’s homelessness sector, hosting multiple networks and meetings.

### **Common Ambition**

Common Ambition is a co-production project, made up of a steering group of people with lived experience of homelessness, who work together to improve health services for those experiencing homelessness in Brighton & Hove. The project is led by Arch Healthcare in partnership with Justlife, the University of Brighton, Brighton & Hove Clinical Commissioning Group and Brighton & Hove City Council Public Health Department. It aims to strengthen the homelessness healthcare system to better meet the needs of patients through the co-creation of ideas, models and best practice recommendations.

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Amongst the highlights of the year have been the 12-person steering group developing a lived experience specification for a city-wide homeless hub, designing and delivering training to medical students and a range of sector professionals on coproduction, trauma-informed practice and inclusion health.

### **The Brighton & Hove Networks**

The Networks team has grown this year, enabling them to offer greater support and more resources for organisations tackling homelessness across the city. The Brighton & Hove Frontline Network continues to offer workforce development and support to people working within the homelessness sector. The Brighton & Hove Homelessness & Rough Sleeping Network brings together leaders to improve joined-up working and collaboration with the local authority and the East and West Sussex Practice Network is a community of workers engaging with people experiencing Multiple Compound Needs. The team has:

- Hosted 21 events that have been attended by over 400 people including a homeless health conference, remembrance event and learning lunches.
- Launched a city-wide website.
- Released a series of podcasts.
- Presented at several regional conferences.
- Sent regular email newsletters to over 500 people working with people experiencing homelessness across East and West Sussex

*"It's a great space, lovely to network with colleagues in the sector and learn new things, So valuable for frontline workers."* (Frontline Homelessness Worker).

*"The network allowed my organisation to find out about valuable events for our sector, facilitated workshops and discussions for our staff and acted as a 'single voice' for the housing and rough sleeping charities to communicate with our local council representatives. This was particularly useful when new policies were being consulted on."* (CEO, Homelessness & Rough Sleeping Network Member Organisation).

### Greater Manchester

#### **Specialist Support Service & Mobile Justlife**

The team provides specialist support for people from the Justlife Centre in Openshaw, which had its refurbishment completed in April 2023 and is now a beautiful and welcoming space for those we support and the staff team. The team makes regular use of the minibus which is converted into a support van. This includes supporting people to sustain their tenancy, understand their rights in the accommodation, access the correct benefits and manage any rent arrears. The team supports and advocates for people in appointments with health and housing providers and the local authority, referring them to specialist services, supporting them to access suitable move-on accommodation, develop life skills and helping them access essential items such as furniture and white goods.

The Social Connection project (Manchester) has also begun this year and the befriending project has paired people moving away from homelessness with a volunteer who meets regularly to help overcome social barriers and loneliness and develop meaningful social connections. In order to prepare people for

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involvement in the Social Connection Project the team run socials and skills-building activities such as gardening.

### **Targeted Referrals**

Working closely with the Greater Manchester Probation Service, the Targeted Referrals Specialist Support Workers support prison leavers who are placed into temporary accommodation by the local authority, and prison leavers who follow unofficial routes into unsupported temporary accommodation. Individuals are supported as they move in, during their time in temporary accommodation, and to move on to longer-term accommodation. Support includes developing life skills like setting up bank accounts and managing finances, registering with health services, helping people avoid eviction, applying for suitable housing and supporting people to settle into their new property.

The Greater Manchester projects worked with 117 people and some of the outcomes achieved are:

- 78 per cent had improved physical and mental health.
- 30 per cent had moved into appropriate accommodation
- 78 per cent had improved their financial situation.
- 30 people supported to maintain engagement with probation, find longer-term housing and have reduced reoffending rates.

*“There’s no communication (from services). You are having to go round in circles. I would still be stuck in the same position without you guys [Justlife]” (Greater Manchester beneficiary).*

### **One Team Action Groups**

The One Team Action Groups were run across three areas of Greater Manchester; Bolton, Tameside and Wigan with a range of stakeholders involved in the delivery of the new homelessness prevention service for prison leavers, CAS-3 (Community Accommodation Service). Through providing a safe and supportive space we were able to facilitate discussion and understand what is working well and what can be improved. Participants included the Prison and Probation Service, local authorities, housing providers and support services. The learning was shared with the Greater Manchester Homeless Prevention Team and through other strategic forums to highlight issues and find ways to develop and improve the service further.

### National

### **Research and Policy**

Our Research, Policy and Communications team aims to uncover some of the hidden experiences of temporary accommodation through the publication of research, alongside collaborating with key stakeholders to work towards our vision of making people’s stays in homeless temporary accommodation short, safe and healthy. This year the team developed a pilot project to train people with lived experience of temporary accommodation to carry out their own research projects, by learning

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research skills and methodology. The group co-produced a peer research manual which gives step-by-step guidance on how to set up a peer research group in a trauma-informed way so that people who are experiencing homelessness can safely research issues they are still facing.

The pilot developed into a year-long project testing and refining the manual with new cohorts of peers at the Justlife Brighton project, the University of Southampton and the local domestic abuse charity, Rise. We believe peer-led research can effectively address power imbalances in both research outputs and methodologies. We embrace diversity within our peer groups, acknowledging the intersectional nature of homelessness. These groups include individuals with varied neurodiversity, sexual orientations, ethnicities, gender identities, and disabilities. This commitment fosters a comprehensive understanding of the challenges faced by individuals experiencing homelessness.

The Brighton & Hove Homelessness Research Forum, chaired by Justlife, brings together academic, third sector and community researchers including peer researchers from across the city, to exchange ideas, develop joint projects and bring about research-led change, improving the lives of people experiencing homelessness.

*"Having the opportunity to learn new skills in a group and working with other people has been fun so far. I like that we're all learning together, and we all have different strengths, learning from each other."*  
(Peer Researcher)

*"Learning that there is so much more to research than I originally realised and how what you're researching can be different for different intersectionalities."* (Peer Researcher)

### **All Party Parliamentary Group (APPG) for Households in Temporary Accommodation**

The APPG for Households in Temporary Accommodation is a cross-party group working to improve the lives and experiences of families and single adults living in temporary accommodation across England. Justlife is co-secretariat of the group alongside Shared Health Foundation and works alongside MPs, local councillors, accommodation providers and various stakeholders to raise awareness of the challenges faced in temporary accommodation, develop solutions, and work towards their implementation through national policy change.

This year the Office for National Statistics shared data indicating that that temporary accommodation has contributed to the deaths of 55 children in England since 2019. Following a campaign led by the APPG, the Minister for Housing and Homelessness changed the Homelessness Code of Guidance for Local Authorities to state that cots should be provided to every child under two in temporary accommodation, ensuring safer sleep arrangements are in place.

### **Temporary Accommodation Network**

The National Temporary Accommodation Network aims to build a movement of people bringing about lasting change within temporary accommodation across the country. The network is establishing Temporary Accommodation Action Groups (TAAGs), and now comprises ten in: East Sussex, West Sussex, Brighton & Hove, Bristol, Hackney, Westminster, Waltham Forest, Newham, Islington and Manchester.

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Each TAAG brings a wide range of stakeholders including the local authority, accommodation providers, people with lived experience and support services into a safe space where they can build trust and relationships in order to collaborate to identify local issues and implement changes to improve the experience for people living in temporary accommodation.

Key activities of the National Temporary Accommodation Network have been:

- Launched the 'Better Vision for Temporary Accommodation' consultation, shaped by people with lived experience and those in the homelessness sector, highlighting the need for an improved prevention strategy, the establishment and enforcement of decent living standards and the need for improved access to support. The consultation included the voices of over 40 people with current or lived experience of temporary accommodation and over 90 people working alongside people experiencing homelessness.
- Hosted the UK's only temporary accommodation conference attended by over 80 people from across the country representing a range of stakeholders.
- Increased TAAGs to ten.
- Increased relationship building between local authorities and the TAAGs leading to local councils proactively bringing policies and strategies to the TAAG for comment. For example, in Westminster, the TAAG has been asked to be involved in the updating of the allocations policy and in Waltham Forest feedback was given on their updated Housing Strategy recommendations.
- Providing a bi-monthly email update on temporary accommodation research, issues, successes and updates to more than 300 people.

*"I suppose realising at the time [through engagement with the TAAG], how many people were going through it, so I didn't feel as rubbish about my situation as well"* (TAAG attendee with lived experience)

*"Yes [change has happened]. It [the TAAG] has made me critical challenge our policies, procedures and ensure we place residents at the heart of our service"*  
(TAAG attendee from the local council)

### **Beneficiaries of our services**

Justlife was started to meet the need among those living in temporary accommodation who are suffering from deteriorating mental and physical health becoming victims of crime, losing control of their lives, and dying prematurely. Our National Temporary Accommodation Network and network of Temporary Accommodation Action Groups has provided a space for people to work together and devise local solutions that, along with our support work in Brighton and Manchester, aims to make people's experience of temporary accommodation short, safe and healthy.

Short – We work hard to ensure those we work with understand their housing options and support them to move on from temporary accommodation quickly.

Safe – We raise issues of safety quickly and have seen improvements and steps taken to ensure people are safe through working closely with landlords and local authorities. This has included people being moved to other temporary accommodation when access requirements are not suitable or for safeguarding reasons, as well as advocating for repairs to dangerous buildings.

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Healthy – Our support workers supported people to attend hundreds of health appointments this year, enabling them to engage with their healthcare. We have provided food, run activities for people to get active and distributed digital devices along with support to use them, all with the aim of improving mental and physical wellbeing.

### **Our approach**

Our approach to our work is underpinned by our core values:

- People before programmes – Each of our health, housing and wellbeing services is shaped to the needs of the individual we are supporting. We work alongside individuals to provide a flexible care plan that will help them move away from homelessness. The voices of people with lived experience of homelessness are at the heart of what we do and are incorporated into the design and delivery of our services.
- Innovation before institution – Our research is ongoing and always seeks to improve our understanding of the needs and experiences of different people living in temporary accommodation. This research and experience of our staff maintains innovation and informs our services and policy recommendations that we bring to the attention of policymakers, commissioners and other organisations in the sector.
- Collaboration before competition – We promote changes to the system and recognise that the people who use our service suffer under a system. Only systemic change will prevent more people who are placed in temporary accommodation from suffering. We know we cannot achieve our aims alone and actively collaborate to bring about change at the individual, local and national level.

### **Fundraising**

This year, we have reported our highest ever income. We began the year with a target of raising at least £230K via applications to trusts and foundations to continue to deliver services where funding was ending. By the year's end, we had successfully secured £427K towards this and new work.

We hoped to raise around £80K from donations and community fundraising and ended up exceeding this target, raising around £86K, through the generosity of individuals and organisations. This was 18 per cent less than we generated in donations last year.

Although our fundraising performance overall was strong, we faced challenges when it came to raising funds for our core organisational costs. This meant we needed to use some of our Unrestricted General Fund. Moving forward we are adapting to the current fundraising landscape nationally and considering ways to diversify our income, specifically looking to build corporate partnerships and work with major donors.

Fundraising was led by the Head of Income & Development with support from project managers, an external fundraising consultant, Brightideas Partnership, and our Supporter Engagement worker. Justlife

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understands its duty to protect the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches and undue pressure to donate and we ensure we conduct our fundraising in an ethical way.

We keep up to date with changing regulations and are members of the Fundraising Regulator and ensure we adhere to the Code of Fundraising Practice and associated rulebooks as set out by them as a governing body. Our privacy policy is kept up to date and is accessible to everyone via our website and clear instructions are given on how to contact us if anyone should have any grievances with our fundraising activities. Fundraising requests are made only of supporters who have opted in to receive such requests from us, and they can unsubscribe at any time. We did not receive any complaints about our fundraising directly or via the Charity Commission.

We continue to be enormously grateful to all those who have supported our work in 2023/24.

### **Financial review**

Justlife's income in this year was £1.5M. This compares to £1.25M in 2022/23 and shows a 21 per cent increase and a 50 per cent increase compared to 2021/22.

Our restricted income this year was £1,221K (81 per cent of our total income) compared to £1,132K (91 per cent of our total income) in 2022/23. Unrestricted income this year was £279K (19 per cent of our total income) compared to £110K (9 per cent of our total income) in 2022/23.

Justlife's expenditure increased by 25%. This was due to growth in services provided as well as factors such as moving to a larger premises in Brighton, maintaining services where specific funding has been challenging, and some other unexpected costs.

The current short-term liquidity level of the charity is strong, although lower than in recent years, our free reserves have decreased over the past year and currently sit below the range we aim for. Action has been taken by the organisation to address this and we expect our free reserves to increase this year to back within our expected range.

Justlife's income is largely from charitable activities (94 per cent) through grant funding and contracts, along with some donations (6 per cent). The funding is used for the main operations of the charity, supporting people in temporary accommodation and providing the infrastructure to do so safely and effectively. The organisation spent £113K on fundraising in 2023/24. The cost of fundraising includes staff time spent on fundraising activities, being a proportion of the Head of Income and Development's time and 100 per cent of the Supporter Engagement role, the work of consultant fundraisers and a suitable proportion of the charities support costs.

One of the key financial risks to Justlife moving forward is ensuring we raise enough unrestricted income to cover the core costs of our services, central team and related costs. The trusts and foundations sector continues to report higher demands on their funding and have less funding to give. While our income generation has been increasingly successful over the past few years we must continue to focus on grants and donations that are unrestricted. As we move into the financial year 2024/25 the organisation has

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taken steps to reduce our expenditure without reducing our service delivery and we have plans to develop our corporate fundraising strategy over the next three to five years.

We continue to be innovative in our approach to meeting the needs of those we support, developing new projects and building new collaborations and relationships with partners and potential partners. We also continue to include the voice of those in temporary accommodation in the design and development of projects through our research and person-centred approaches. This has meant we are quick to respond to opportunities that arise and are able to show the need for our work effectively.

### **Reserves policy**

The aim of the Reserves Policy is to ensure that the charity's ongoing and future activities are reasonably protected from unexpected fluctuations in its income and expenditure. Restricted reserves as at 31 March 2024 are £219K and continue to be expended in agreement with the funding criteria agreed at the time of the relevant grant. These are monitored and tracked, the details of which are contained within the notes to the accounts.

Unrestricted reserves are maintained to provide appropriate working capital for charitable activities outside the scope of restricted funding or to enhance committed funding within the overall objectives of the charity. Justlife has constructed its reserves policy using guidance from The Charity Commission & NCVO. Reserves: Building Resilience (CC19).

The Board reviewed the reserves policy and agreed that a level of unrestricted general funds, also known as free reserves, of between £100K and £200K is appropriate given the risks faced by the charity and the sustainability of its different income streams. Free reserves as at 31 March 2024 were £80K which represents unrestricted funds excluding designated funds and fixed assets. The organisation has taken steps to reduce our expenditure and maximise our income and expects our free reserves to be within the planned range moving forward.

Our fixed assets are £278K and can only be realised by disposing of them. They are currently essential for the future operation of the charity and so are excluded from free reserves.

### **Plans for the future**

Justlife developed a new three-year strategic plan in April 2022 to ensure we are best placed to achieve our vision. The plan, which was developed with input from our stakeholders, reviewed our strengths, weaknesses, opportunities, and threats, and considered the external factors impacting the organisation. It highlighted three challenges currently facing Justlife and a series of approaches we are taking to overcome these.

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The challenges facing us are:

**Worsening Crisis**

The numbers in homeless temporary accommodation continue to rise, the consequences of the pandemic and ongoing cost of living crisis are increasing pressure on local authorities and reducing options for people who are experiencing homelessness.

**Lack of Understanding**

Temporary accommodation is often seen as an answer to homelessness which it is not, and it remains a hidden side of homelessness with little public understanding of its impact on people. This leads to resources not being allocated where they are needed and the issues are not improving.

**Income and Resources**

We remain predominantly reliant and focused on grant funding which is becoming more competitive.

Approaches and actions to help us overcome challenges

**Inform**

Driving positive change through Systems Leadership in the temporary accommodation sector, convening those with a common interest to build a movement that brings about lasting change.

- Growing Networks
- Developing Research
- Building Influence

**Involve**

Making sure that those we support are at the heart of our service design and development and involved across the organisation in meaningful ways through co-production.

- Doing With
- One Team
- With Others

**Innovate**

Seeking opportunities to develop our work and find new ways to increase our impact, including working with new areas, people and partners, using tools such as Human-Centred Design methods.

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- Diversifying Income
- Expanding Areas
- Reaching people

### **Inspire**

Focusing on our why, vision and values, so we can be agile and responsive, striving to be as great as we can be in everything we do.

- Designing Environments
- Driving Excellence
- Cultivating Culture

Over the past 16 years, we have not focused on growth for growth's sake but have seen our work and impact grow steadily and organically. We have continued to have a national impact while also remaining focused on why we exist and operate within our values. Our plan outlines our desire to continue to grow because of the ever-growing need to raise awareness and bring about systemic change in the temporary accommodation sector as well as knowing there are many more people right now who need support.

The Trustees, Chief Executive and Senior Leadership Team are currently working with the staff team and wider stakeholders, including those we support, to co-create a new strategic plan to begin in April 2025.

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

The organisation is a charitable company limited by guarantee, incorporated and registered as a charity on 4 February 2011.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2024 was 12 (2023: twelve). The Trustees are members of the charity but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in Note 12 to the accounts.

The directors of the company are also charity Trustees for the purposes of charity law. Trustees are elected to serve a three-year term. Under the requirements of the Memorandum and Articles of Association, one third of directors must retire annually, with the longest serving first. Trustees can be re-elected to serve a further two three-year terms.

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David Steell joined Justlife as Chairperson and trustee in March 2023 and Gretta Starks, who served on the board from 4 February 2011 – 31 March 2013, has maintained her position as Company Secretary.

In an effort to maintain a broad skill mix, the Board carries out Board skills audits, and in the event of skills being lost due to retirement, a Board recruitment process will take place. Recruitment of new trustees is governed through the principles set out in the charity's Code of Governance. No person or body external to the charity is entitled to appoint a Trustee.

Most Trustees are already familiar with the practical work of the charity, having been encouraged to visit Justlife projects during operational hours. Additionally, all Trustees are provided with an induction which includes a detailed overview of the activity of the charity. This is jointly led by the Chair of the Board and the CEO of the Justlife Foundation.

The Trustees also receive an induction pack which covers:

- The obligations of Board members.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association.
- Resourcing and the current financial situation.
- Justlife Governance Manual.

The Board meet quarterly and is responsible for the strategic direction and policies of the charity. At present, the Board has 11 members from a variety of professional backgrounds relevant to the work of the charity. A scheme of delegation is in place and the day-to-day responsibility for the provision of services rests with the CEO and the Senior Leadership Team at Justlife:

- The Chief Executive Officer (CEO) is responsible for ensuring that the charity delivers its specified services and that key performance indicators are met. The CEO also provides management and support of all organisation-wide areas including HR, health and safety, finance, facilities, infrastructure and resources responsibility.
- The Head of Services – has day-to-day responsibility for the operations of the Brighton & Hove and Manchester services including supervision and support for the staff and volunteers. They ensure the team continues to develop their skills and working practices in line with good practice. The role is responsible for developing new opportunities, building relationships with stakeholders within the local areas and fundraising.
- The Head of Research, Policy and Communications has day-to-day responsibility for managing the development of a network which will drive local and national change, carrying out research and developing policy recommendations, and building relationships with stakeholders nationally and fundraising.
- The Head of Income and Development has day-to-day responsibility for managing the generation of income, considering development opportunities across the organisation and building partnerships with a range of stakeholders to increase our impact.

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The Code of Governance identifies decisions that are to be made at Board level: - Appointment and removal of directors, chair and company secretary.

- Arrangements for entering contracts.
- Staff appointments, dismissals and pay.
- Approval of budgets, and budget deviances.
- Expenditure outside agreed tolerances.
- Arrangements for the Annual General Meeting.
- Changes to Code of Governance and Memorandum of Association.

The Board of Trustees has two committees which are:

Nominations & Remuneration Committee, whose main role is to monitor and review the structure and composition of the Board, making appointment recommendations to the Board for approval and ensuring fair and equitable decisions in relation to remuneration policies and practices.

Audit & Risk Committee, whose main role is to provide oversight of Justlife's systems of internal control, regulatory compliance, risk management and financial reporting, and through supervision of the quality, independence and effectiveness of both the internal and external auditors.

#### Governance Review

The Trustees initiated an external review of their governance in December 2020 due to the number of new Trustees joining in the previous 12 months. This was carried out against the seven principles of the Charity Governance and the review found the Charity in general compliance with the Code's recommendations. The review made several recommendations where improvements could be made, and these have now been implemented. The Trustees remain committed to working towards achieving excellence in delivering effective governance of the charity and continue to self-review yearly.

#### **Partnership working and related parties**

One of our core values is Collaboration over Competition and so we work hard to ensure we do this through partnerships with a wide range of organisations. These include statutory services such as local authorities, Public Health, Probation, and substance misuse services and GP practices. We also partner with many charities and voluntary sector groups such as FairShare, Shared Health Foundation and St. Martin in the Fields. We have no entities which are related parties.

### **Remuneration policy for key management personnel**

Pay scales are set by the board for all staff, including management personnel, and are reviewed on an annual basis.

### **Risk management**

The Trustees consider the major risks the charity faces and ensure systems and procedures have been established to mitigate and reduce the impact they may have. The Trustees acknowledge that it is impossible to eliminate all risks and that systems of control should not be so rigid that they stifle innovation and imaginative use of limited resources. Justlife aims to provide a safe environment for staff that encourages learning and developing through an open and fair culture.

The charity's Risk Register is reviewed by the Trustees on a quarterly basis at Board meetings and also at Audit & Risk Committee meetings where new risks are considered as well as the ongoing management of existing risks. The Trustee Safeguarding Lead also presents an overview of Safeguarding concerns on a quarterly basis at each Board meeting. This report highlights the number of concerns raised relating to the people that Justlife supports, the actions staff have taken, responses from local authorities as well as themes that are emerging and an update on staff and volunteer Safeguarding training.

Our policies and procedures help to ensure risks are minimised and these are periodically reviewed to ensure that they continue to meet the needs of the charity. Key policies and procedures such as Financial Management and Safeguarding are reviewed yearly.

### **Statement of responsibilities of the Trustees**

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

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

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Justlife Foundation Limited  
Trustees' annual report for the year ended 31 March 2024

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

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware.
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

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

### **Auditors**

Third Sector Accountancy Limited were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Trustees' Annual Report has been approved by the Trustees and signed on their behalf by



24 / 10 / 2024

David Steell  
Chair of the Board of Trustees

# Independent auditor's report to the members of Justlife Foundation Limited

## Opinion

We have audited the financial statements of Justlife Foundation Limited (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows 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, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company 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 directors' 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 charitable company'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 directors with respect to going concern are described in the relevant sections of this report.

## Other information

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

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

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

# Independent auditor's report to the members of Justlife Foundation Limited

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

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

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

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

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

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

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

## Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 17, the trustees (who are also directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

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

# Independent auditor's report to the members of Justlife Foundation Limited

## Capability of the audit in detecting irregularities, including fraud

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.

Based on our understanding of the charity and the environment in which it operates, we identified the principal risks of non-compliance with laws and regulations related to pension legislation, tax legislation, employment legislation, health and safety legislation, safeguarding legislation, data protection and other legislation specific to the industry in which the group operates, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, the reporting requirements under the Charities SORP and FRS102, and the Charities Act 2011.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principle risks were related to the pressure on management to achieve particular results. Audit procedures performed by the group engagement team included:

- Discussions with management including consideration of known or suspected instances of non-compliance;
- Evaluating management's controls designed to prevent and detect irregularities;
- Identifying and testing journal entries; and
- Challenging assumptions and judgments made by management.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

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

## Use of the audit report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and, the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Patrick Morrello (Senior Statutory Auditor)  
For and on behalf of Third Sector Accountancy Limited, Statutory Auditor  
Holyoake House  
Hanover Street  
Manchester  
M60 0AS

Date 24 / 10 / 2024

Justlife Foundation Limited  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted funds £	Restricted funds £	Total funds 2023 £
<b>Income from:</b>							
Donations and legacies	3	85,598	-	85,598	104,233	1,391	105,624
Charitable activities	4	182,189	1,221,216	1,403,405	-	1,130,620	1,130,620
Other trading activities	5	8,514	-	8,514	5,285	278	5,563
Investments	6	2,731	-	2,731	1,397	-	1,397
<b>Total income</b>		<b>279,032</b>	<b>1,221,216</b>	<b>1,500,248</b>	<b>110,915</b>	<b>1,132,289</b>	<b>1,243,204</b>
<b>Expenditure on:</b>							
Raising funds	7	112,834	-	112,834	93,998	-	93,998
Charitable activities	8	293,465	1,202,235	1,495,700	126,189	1,070,363	1,196,552
<b>Total expenditure</b>		<b>406,299</b>	<b>1,202,235</b>	<b>1,608,534</b>	<b>220,187</b>	<b>1,070,363</b>	<b>1,290,550</b>
<b>Net income/(expenditure) for the year</b>	10	<b>(127,267)</b>	<b>18,981</b>	<b>(108,286)</b>	<b>(109,272)</b>	<b>61,926</b>	<b>(47,346)</b>
Transfer between funds		-	-	-	138,449	(138,449)	-
<b>Net movement in funds for the year</b>		<b>(127,267)</b>	<b>18,981</b>	<b>(108,286)</b>	<b>29,177</b>	<b>(76,523)</b>	<b>(47,346)</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		485,033	200,432	685,465	455,856	276,955	732,811
<b>Total funds carried forward</b>		<b>357,766</b>	<b>219,413</b>	<b>577,179</b>	<b>485,033</b>	<b>200,432</b>	<b>685,465</b>

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

Justlife Foundation Limited  
Company number 7517887

Balance sheet as at 31 March 2024

	Note	2024	2023
		£	£
<b>Fixed assets</b>			
Intangible assets	15	3,275	4,827
Tangible assets	16	274,290	266,052
		<hr/>	<hr/>
		277,565	270,879
<b>Current assets</b>			
Debtors	17	59,110	36,821
Cash at bank and in hand	18	356,713	523,266
		<hr/>	<hr/>
<b>Total current assets</b>		415,823	560,087
<b>Liabilities</b>			
Creditors: amounts falling due in less than one year	19	(116,209)	(145,501)
		<hr/>	<hr/>
<b>Net current assets</b>		<b>299,614</b>	<b>414,586</b>
		<hr/>	<hr/>
Total assets less current liabilities		577,179	685,465
		<hr/>	<hr/>
<b>Net assets</b>		<b>577,179</b>	<b>685,465</b>
		<hr/>	<hr/>
<b>The funds of the charity:</b>			
Restricted income funds	21	219,413	200,432
Unrestricted income funds	22	357,766	485,033
		<hr/>	<hr/>
<b>Total charity funds</b>		<b>577,179</b>	<b>685,465</b>
		<hr/>	<hr/>

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

The notes on pages 25 to 42 form part of these accounts.

Approved by the trustees on 24 / 10 / 2024 and signed on their behalf by:



David Steell, Chair

Justlife Foundation Limited

Statement of Cash Flows  
for the year ending 31 March 2024

	Note	2024 £	2023 £
Cash provided by/(used in) operating activities	25	(138,454)	17,217
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		2,731	1,397
Purchase of intangible fixed assets		-	-
Purchase of tangible fixed assets		(30,830)	(154,975)
Cash provided by/(used in) investing activities		(28,099)	(153,578)
Increase/(decrease) in cash and cash equivalents in the year		(166,553)	(136,361)
Cash and cash equivalents at the beginning of the year		523,266	659,627
Cash and cash equivalents at the end of the year		356,713	523,266

## **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### **a Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Justlife Foundation Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

### **b Judgments and estimates**

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

### **c Preparation of the accounts on a going concern basis**

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

### **d Income**

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

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

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

### **e Interest receivable**

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

Notes to the accounts for the year ended 31 March 2024 (continued)

**f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the fundraising fees and associated support costs.
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**h Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 9.

**i Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

**j Intangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and will be depreciated over their estimated useful economic lives on a straight line basis. The website is depreciated over 5 years.

## Notes to the accounts for the year ended 31 March 2024 (continued)

**k Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Leasehold	Over the life of the lease
Manchester office refurbishment	4%
Office equipment	20%
Motor vehicles	25%

**l 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.

**m Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar

**n Creditors and provisions**

Creditors and provisions 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 and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**o Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**p Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 11. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within support and governance costs and allocated to the funds of the charity using the methodology set out in note 9.

**2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2024 (continued)

**3 Income from donations and legacies**

	Unrestricted £	Restricted £	Total 2024 £	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2023</i> £
Other income	1,344	-	1,344	421	1,391	1,812
Donations	84,254	-	84,254	103,812	-	103,812
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	85,598	-	85,598	104,233	1,391	105,624
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**4 Income from charitable activities**

	Unrestricted £	Restricted £	Total 2024 £	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2023</i> £
Contracts and services	123,863	475,035	598,898		515,718	515,718
Grants	58,326	746,181	804,507	-	614,902	614,902
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total</b>	182,189	1,221,216	1,403,405	-	1,130,620	1,130,620
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2024 (continued)

**5 Income from other trading activities**

	Unrestricted £	Restricted £	Total 2024 £	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2023</i> £
Other income	8,514		8,514	5,285	278	5,563
	<u>8,514</u>	<u>-</u>	<u>8,514</u>	<u>5,285</u>	<u>278</u>	<u>5,563</u>
	<u><u>8,514</u></u>	<u><u>-</u></u>	<u><u>8,514</u></u>	<u><u>5,285</u></u>	<u><u>278</u></u>	<u><u>5,563</u></u>

**6 Investment income**

	Unrestricted £	Restricted £	Total 2024 £	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2023</i> £
Income from bank deposits	2,731	-	2,731	1,397	-	1,397
	<u>2,731</u>	<u>-</u>	<u>2,731</u>	<u>1,397</u>	<u>-</u>	<u>1,397</u>
	<u><u>2,731</u></u>	<u><u>-</u></u>	<u><u>2,731</u></u>	<u><u>1,397</u></u>	<u><u>-</u></u>	<u><u>1,397</u></u>

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2024 (continued)

**7 Cost of raising funds**

	Unrestricted £	Restricted £	2024 £	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>2023</i> £
Consultancy	31,921	-	31,921	31,936	-	31,936
Staff costs	62,706	-	62,706	44,037	-	44,037
Support and governance costs (see note 9)	18,207	-	18,207	18,025	-	18,025
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	112,834	-	112,834	93,998	-	93,998
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**8 Analysis of expenditure on charitable activities**

	Brighton £	Manchester £	Research and policy £	Total 2024 £	<i>Total 2023</i> £
Project costs	184,132	74,875	74,839	333,846	206,768
Staff costs	517,496	214,809	157,006	889,311	699,253
Depreciation	1,475	17,660	-	19,135	4,319
Support and governance costs (see note 9)	148,206	59,613	45,589	253,408	286,212
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	851,309	366,957	277,434	1,495,700	1,196,552
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

## Notes to the accounts for the year ended 31 March 2024 (continued)

**9 Analysis of governance and support costs**

	2024	2023
	£	£
Communications	4,975	7,806
Staff support costs	4,787	2,202
Information and computer technology	1,879	3,093
Premises costs	9,500	4,628
Staff costs	201,759	229,745
Depreciation	5,009	11,903
General expenses	16,340	24,968
Governance	18,561	16,247
Project costs	-	3,625
Legal costs	8,805	20
	<hr/>	<hr/>
	271,615	304,237
	<hr/>	<hr/>

Allocated as follows on the basis of time spent in each activity:

Fundraising	18,207	18,025
Brighton	148,206	183,746
Manchester	59,613	73,407
Research and policy	45,589	29,059
	<hr/>	<hr/>
	271,615	304,237
	<hr/>	<hr/>

**10 Net income/(expenditure) for the year**

This is stated after charging/(crediting):	2024	2023
	£	£
Depreciation	24,144	16,222
Operating lease rentals:		
Property	38,938	24,150
Auditor's remuneration - audit fees	4,560	4,380
Auditor's remuneration - accountancy fees	2,040	1,680
	<hr/>	<hr/>

## Notes to the accounts for the year ended 31 March 2024 (continued)

**11 Staff costs**

Staff costs during the year were as follows:

	2024	2023
	£	£
Wages and salaries	1,018,781	855,998
Social security costs	87,547	77,521
Pension costs	47,448	39,516
	<hr/>	<hr/>
	1,153,776	973,035
	<hr/>	<hr/>
<b>Allocated as follows:</b>		
Cost of raising funds	62,706	44,037
Charitable activities	889,311	699,253
Support and governance costs	201,759	229,745
	<hr/>	<hr/>
	1,153,776	973,035
	<hr/>	<hr/>

No employees have employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was 39 (2023: 34).

The average full time equivalent number of staff employed during the period was 32 (2023: 29).

The key management personnel of the charity comprise the trustees, the Chief Executive Officer and the Business Support Manager. The total employee benefits of the key management personnel of the charity were £115,660 (2023: £113,256).

**12 Trustee remuneration and expenses, and related party transactions**

Neither the management committee nor any persons connected with them received any remuneration during the year (2023: Nil).

The management committee received reimbursed travel expenses during the year of £195 (2023: £230).

Aggregate donations from related parties were £nil (2023: £5,050).

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2023: Nil).

## Notes to the accounts for the year ended 31 March 2024 (continued)

**13 Government grants**

The government grants recognised in the accounts were as follows:

	2024	2023
	£	£
The National Lottery Community Fund	75,000	85,000
Brighton & Hove City Council	64,355	145,279
HM Prison & Probation Service	-	15,000
Manchester City Council	78,500	20,000
Greater Manchester Combined Authority	-	32,013
	<hr/>	<hr/>
	217,855	297,292
	<hr/>	<hr/>

There were no unfulfilled conditions and contingencies attaching to the grants.

**14 Corporation tax**

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**15 Fixed assets: intangible assets**

	Website £
<b>Cost</b>	
At 1 April 2023	7,759
Additions	-
	<hr/>
At 31 March 2024	7,759
	<hr/>
<b>Depreciation</b>	
At 1 April 2023	2,932
Charge for the year	1,552
	<hr/>
At 31 March 2024	4,484
	<hr/>
<b>Net book value</b>	
At 31 March 2024	3,275
	<hr/>
At 31 March 2023	4,827
	<hr/>

## Notes to the accounts for the year ended 31 March 2024 (continued)

**16 Fixed assets: tangible assets**

	Land and buildings: long leasehold £	Office equipment £	Vehicles £	Total £
<b>Cost</b>				
At 1 April 2023	259,849	21,693	39,817	321,359
Additions	29,600	1,230	-	30,830
Disposals	(16,714)	-		(16,714)
At 31 March 2024	<u>272,735</u>	<u>22,923</u>	<u>39,817</u>	<u>335,475</u>
<b>Depreciation</b>				
At 1 April 2023	28,975	5,640	20,692	55,307
Charge for the year	9,181	3,457	9,954	22,592
Disposals	(16,714)	-		(16,714)
At 31 March 2024	<u>21,442</u>	<u>9,097</u>	<u>30,646</u>	<u>61,185</u>
<b>Net book value</b>				
At 31 March 2024	<u>251,293</u>	<u>13,826</u>	<u>9,171</u>	<u>274,290</u>
At 31 March 2023	<u>230,874</u>	<u>16,053</u>	<u>19,125</u>	<u>266,052</u>

**17 Debtors**

	2024 £	2023 £
Trade debtors	29,892	15,000
Prepayments and accrued income	17,968	21,821
Other debtors	11,250	-
	<u>59,110</u>	<u>36,821</u>

**18 Cash at bank and in hand**

	2024 £	2023 £
Short term deposits	-	169,587
Cash at bank and on hand	356,713	353,679
	<u>356,713</u>	<u>523,266</u>

## Notes to the accounts for the year ended 31 March 2024 (continued)

**19 Creditors: amounts falling due within one year**

	2024	2023
	£	£
Other creditors and accruals	31,709	26,256
Deferred income	84,500	119,245
	<hr/>	<hr/>
	116,209	145,501
	<hr/>	<hr/>

**20 Deferred income**

	2024	2023
	£	£
Deferred income brought forward	119,245	58,550
Income received	158,655	96,330
Released to income from charitable activities	(193,400)	(35,635)
	<hr/>	<hr/>
Deferred income carried forward	84,500	119,245
	<hr/>	<hr/>

£39,500 of deferred income relates to contract income where the service has not yet been provided.  
£45,000 relates to a multi-period grants with agreed annual budgets.

## Notes to the accounts for the year ended 31 March 2024 (continued)

## 21 Analysis of movements in restricted funds

## Current reporting period

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
<b>Brighton</b>					
Brighton Core Funding	-	7,500	(7,500)	-	-
Health Engagement	-	301,388	(301,388)	-	-
Social Connection	-	85,000	(85,000)	-	-
Frontline Workers					
Network	12,475	35,805	(40,922)	-	7,358
A & E Worker	796	56,355	(57,151)	-	-
Changing Futures	1,062	78,159	(72,473)	-	6,748
Mental Health					
Engagement Worker	-	49,470	(44,215)	-	5,255
Common Ambition	-	23,772	(23,772)	-	-
Practice Development					
Network	-	30,533	(21,887)	-	8,646
Temporary					
Accommodation Support	-	50,000	(31,634)	-	18,366
Centre					
	14,333	717,982	(685,942)	-	46,373
<b>Manchester</b>					
Referral Project	9,102		(9,102)	-	-
Manchester Core	32,316	35,834	(66,665)	-	1,485
National Lottery					
Community Fund	36,568	75,089	(85,530)	-	26,127
Manchester Frontline					
Work	-	67,353	(67,353)	-	-
Social Connection	-	42,500	(42,500)	-	-
	77,986	220,776	(271,150)	-	27,612
<b>Research and policy</b>					
Research Core	-	4,725	(4,725)	-	-
Influencing Programme	-	8,167	(5,324)	-	2,843
Lived Experience Taking					
the Lead	86,806	115,114	(125,720)	-	76,200
Better Temporary					
Accommodation for					
Londoners	5,577	77,575	(74,233)	-	8,919
UTA Research and					
Development	15,730		(15,730)	-	-
Peer Research	0	76,877	(19,411)	-	57,466
	108,113	282,458	(245,143)	-	145,428
<b>Total</b>	200,432	1,221,216	(1,202,235)	-	219,413

## Notes to the accounts for the year ended 31 March 2024 (continued)

## Analysis of movements in restricted funds - continued

## Comparative reporting period

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
<b>Brighton</b>					
Activities and Support	18,343	14,350	(32,769)	76	-
Creative Studio	16,692	-	(17,343)	651	-
Fresh Start	4,047	-	-	(4,047)	-
Health Engagement	37,417	389,110	(437,869)	11,342	-
Social Connection	36,436	22,915	(59,561)	210	-
Frontline Workers	8,545	36,694	(32,764)	-	12,475
A & E Worker	-	64,643	(63,847)	-	796
Changing Futures	-	33,856	(32,794)	-	1,062
Mental Health					
Engagement Worker	-	10,030	(10,162)	132	-
	121,480	571,598	(687,109)	8,364	14,333
<b>Manchester</b>					
Mobile Justlife	36,502	30,278	(66,296)	-	484
Referral Project	8,824	47,751	(47,473)	-	9,102
Test and Learn	6,313	21,468	(28,268)	487	-
Activities and Support	7,500	-	-	(7,500)	-
Manchester Core	36,416	56,144	(78,771)	18,043	31,832
Service User Costs	10,543	-	-	(10,543)	-
National Lottery					
Community Fund	-	75,000	(38,432)	-	36,568
	106,098	230,641	(259,240)	487	77,986
<b>Research and policy</b>					
UTA Research & Development	34,377	194,050	(120,314)	-	108,113
	34,377	194,050	(120,314)	-	108,113
<b>Capital</b>					
Building Redevelopment	15,000	136,000	(3,700)	(147,300)	-
<b>Total</b>	276,955	1,132,289	(1,070,363)	(138,449)	200,432

Notes to the accounts for the year ended 31 March 2024 (continued)

**Analysis of movements in restricted funds - continued**

<b>Name of fund</b>	<b>Description, nature and purposes of the fund</b>
A & E Worker	Non-clinical support for people experiencing homelessness who are attending A&E at the Royal Sussex County Hospital in Brighton & Hove funded by Brighton & Hove City Council.
Better Temporary Accommodation for Londoners	The development of Temporary Accommodation Action Groups across five London Boroughs funded by Trust for London.
Brighton Core	The costs of running the Brighton project that help to support the running of the frontline team and provide funding for managerial roles.
Changing Futures	Improving outcomes for people experiencing multiple disadvantages, known as Multiple and Compound Needs (MCN) – including combinations of homelessness, substance misuse, mental health issues, domestic abuse and contact with the criminal justice system, funded by Brighton & Hove City Council.
Common Ambition	Co-production harnessing the ideas and experiences of people with lived experience of homelessness to improve homeless health services
Frontline Workers Network	Bringing together people working in the homelessness sector in Brighton & Hove to support one another, build relationships, develop ideas, share experiences and ultimately improve the services and support for people who are homeless in the city. Funded by St Martin-in-the-Fields.
Health engagement work	Non-clinical support for homeless people being discharged from hospital into unsupported temporary accommodation in Brighton & Hove and surrounding area.
Influencing Programme Lloyds	Putting lived experience at the centre of the governments decision-making about temporary accommodation. Supported by Lloyds Bank Foundation for England & Wales.
Lived Experience Taking the Lead	Developing lived experience involvement in the design and delivery of Justlife's research, projects and organisation, driving positive change locally and nationally.
Manchester core	The costs of running the Manchester project that help to support the running of the frontline team and provide funding for the managerial roles
Manchester Frontline Work	Centre based activities and drop ins to support clients and provide a space to meet and hang out, other than their accommodation. Mobile support service using the Justlife van to improve the health, wellbeing and housing situation of people in temporary accommodation in Greater Manchester.
Mental Health Engagement Worker	Mental health support for people living in temporary and emergency accommodation funded by Brighton & Hove City Council.
National Lottery Community Fund	Supporting people living in temporary accommodation in Greater Manchester to improve their experience and to move onto more suitable and longer-term accommodation.

Notes to the accounts for the year ended 31 March 2024 (continued)

**Analysis of movements in restricted funds - continued**

Peer Research	Supporting people with lived experience to create change through democratising access to knowledge and increasing understanding of intersectional experiences of temporary accommodation. Supported by the Community Knowledge Fund, The Young Foundation and UK Research and Innovation.
Practice Development Network	Bringing together people working in the homelessness sector across east & west Sussex to support one another, share experiences and ultimately improve the services and support for people who are experiencing homelessness in the region.
Referral project	Supporting homeless individuals in Greater Manchester with high level support needs referred by the Probation Service with a support and re-housing plan, to prevent a deterioration in health and well-being.
Research Core	The costs of running the Research, Policy and Communications work
Social Connection	Matching volunteer befrienders with people leaving homelessness to support them to engage with their community in Brighton & Hove and Greater Manchester. Funded in Brighton by the Henry Smith Charity, in Manchester by the Greater Manchester Mayor's Charity, and CRH Charitable Trust and in both regions by Nationwide Building Society.
Temporary Accommodation Support Centre	Services to improve the health and wellbeing of people experiencing homelessness and living in temporary accommodation in Brighton and Hove.
UTA (Unsupported Temporary Accommodation) Research & Development	The Research and Policy team works to drive structural, long-term change in the housing and homelessness sector around temporary accommodation in Brighton & Hove, Greater Manchester and across England.

## Notes to the accounts for the year ended 31 March 2024 (continued)

## 22 Analysis of movement in unrestricted funds

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	As at 31 March 2024 £
General fund	194,828	279,032	(406,299)	12,640	80,201
<b>Designated funds:</b>					
Property refurbishment	19,326	-	-	(19,326)	-
Fixed assets fund	270,879	-	-	6,686	277,565
	<u>485,033</u>	<u>279,032</u>	<u>(406,299)</u>	<u>-</u>	<u>357,766</u>

*Comparative period*

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	As at 31 March 2023 £
General fund	211,730	110,915	(220,187)	92,370	194,828
<b>Designated funds:</b>					
Fundraising	55,000	-	-	(55,000)	-
Property refurbishment	27,000	-	-	(7,674)	19,326
Fixed assets fund	132,126	-	-	138,753	270,879
Manchester Core	15,000	-	-	(15,000)	-
UTA research and development fund	15,000	-	-	(15,000)	-
	<u>455,856</u>	<u>110,915</u>	<u>(220,187)</u>	<u>138,449</u>	<u>485,033</u>

## Notes to the accounts for the year ended 31 March 2024 (continued)

## Analysis of movement in unrestricted funds - continued

Name of unrestricted fund	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds
<i>Designated funds:</i>	
Property refurbishment	Property refurbishment costs set aside for spending in the following year
Fixed assets	The fixed assets are essential for the future operation of the charity and so are excluded from free reserves.

## 23 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total 2024 £
Tangible fixed assets		277,565	-	277,565
Net current assets/(liabilities)	80,201	-	219,413	299,614
Total	80,201	277,565	219,413	577,179
<i>Comparative period</i>				
	General fund £	Designated funds £	Restricted funds £	Total 2023 £
Tangible fixed assets	133,926	132,126	-	266,052
Net current assets/(liabilities)	55,631	82,000	276,955	414,586
Total	189,557	290,205	276,955	680,638

## Notes to the accounts for the year ended 31 March 2024 (continued)

**24 Operating lease commitments**

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

	Property	
	2024	2023
	£	£
Less than one year	48,150	13,650
One to five years	166,350	12,600
Over five years	170,100	173,250
	<hr/>	<hr/>
	384,600	199,500
	<hr/>	<hr/>

**25 Reconciliation of net movement in funds to net cash flow from operating activities**

	2024	2023
	£	£
<b>Net income/(expenditure) for the year</b>	(108,286)	(47,346)
<b>Adjustments for:</b>		
Interest received	(2,731)	(1,397)
Depreciation charge	24,144	16,222
Decrease/(increase) in debtors	(22,289)	3,036
Increase/(decrease) in creditors	(29,292)	46,702
	<hr/>	<hr/>
<b>Net cash provided by/(used in) operating activities</b>	(138,454)	17,217
	<hr/>	<hr/>