



A hope and a future

Aldates Community Transformation Initiatives

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

Registered Company 07279350

Registered Charity 1143136

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Chair's Introduction

Every good and perfect gift is from above, coming down from the Father of the heavenly lights, who does not change like shifting shadows.

James 1:17

Throughout 2021, we experienced a huge amount of change as we transitioned out of Covid lockdown and gradually re-established our in-person services. We also saw significant change in our staff team and in our housing stock. During all this change, we're thankful that God's provision, love, and forgiveness remain constant. At the start of the year, the nation was once again going through a period of isolation; our volunteers could not visit prisons; mentoring and housing support were being largely delivered by phone and online; we continued to provide hot meals for the community of rough sleepers and homeless people in hostels and hotels, this time in a new and fruitful partnership between St Ebbe's and St Aldates churches; and our staff team were consequently constrained in what we were able to deliver.

After Easter, we began slowly to rebuild our face-to-face work, although social distancing meant space was at a premium. In prison, we were able to offer some services, Alpha and baptisms, although outbreaks of Covid continued to disrupt this work. By autumn, we had resumed much of our in-person work with fresh purpose, beginning with our ACT family meetings on Thursday mornings, then our Monday night outreach meal, followed by our monthly community meal in October. Prison volunteering continued to be disrupted throughout the year, with Christmas services being cancelled, although we did see a record number of prisoners participating in the Angel Tree course which enabled 160 children to receive Christmas presents from their imprisoned fathers.

Alongside delivery of our current programmes, we invested time planning and preparing for possible new ventures, one or more of which we hope will come to fruition over the coming years.

In common with many other charities in the voluntary sector, our income came under pressure but eventually held up well - we closed the year with a small surplus of income over expenditure.

I'm extremely thankful for the hard work, dedication, and commitment of everyone on our staff team, without whom none of this would have been possible. We're also immensely grateful for the many contributions from our volunteers, donors and other partner agencies set out on pages 7 and 8 of this report. Claire Mortimer stepped down as a Trustee after seven years; we're so thankful for her amazing service. We welcomed Andrae Akeh, Phoebe Mitchell and Revd Stephen Foster to strengthen our Board. During this year of change and challenge, everyone's support has been vital.

In the ten years the charity has been operational, we have seen many lives transformed — prisoners becoming model inmates, coming off drugs, former prisoners being housed, getting jobs, starting businesses, gaining places at university, and not re-offending, as well as homeless men and women coming off the streets and finding accommodation. In 2021, we dealt with significant change, but I'm pleased that we still made good progress against our key objectives and finished the year in a sound financial position. Fuller information about our work and achievements is set out below.

Thank you for your interest in ACT!. I hope that this document provides the information you need and that we will merit your continued support.

Chris Gillies, Chair of Trustees



'During all this change, we're thankful that God's provision, love, and forgiveness remain constant.'

Our Aims and Achievements in 2021

ACT!'s aims are usually delivered as part of a three-stage programme:

- Meeting people who are **imprisoned** in some way, either literally or metaphorically
- Helping people as they seek to **transition** out of their former way of life
- Supporting people so that they can begin to **flourish**

During 2021 and building on our experience of dealing with Covid during 2020, we adapted our approach to suit the evolving circumstances. The trustees agreed the following objectives for 2021:

2021 Objectives

Revise delivery of our programmes to return to in-person working as the norm once the restrictions of Covid-19 lockdown are eased, incorporating learning from the lockdown period so that we optimise the use of technology whilst maintaining a highly relational way of working.

Commission a Pathways Study to explore further the needs of homeless people presenting locally and how we might create appropriate strategic pathways between the different strands of our work.

Maintain our housing stock at twelve houses/apartments. Strengthen the staff team working in our housing programme.

Continue to broaden our donor base and secure grant funding from several new trusts or foundations.

Refresh our risk register.

We met all these objectives, apart from the final one, where our risk management continued to focus on managing the risk of the pandemic to keep our community members, staff and volunteers safe. It made sense to defer a more comprehensive refresh of our risk register until the environment becomes more stable.

Stage 1 - Imprisoned

Much of our stage 1 work had to be suspended during the pandemic. Projects run in HMP Bullingdon and HMP Spring Hill, could only begin to resume in the third quarter of 2021, whilst our work in HMP Grendon-Underwood, and HMP Huntercombe simply could not take place. The partnership with the Oxford Winter Night Shelter (OWNS) was also not able to run during the pandemic. However, as in 2020, we mobilised volunteers together with residents in our houses to reach out to people in emergency accommodation with no cooking facilities and to the remnant of rough sleepers who for a variety of reasons chose to remain outdoors. With traditional church activities stopped, we were able to make use of the kitchen facilities at St Aldates and St Ebbe's churches to prepare and pack meals in a socially distanced way before distributing them to anyone who needed them. During 2021 we provided 5,000 nutritious hot meals to hundreds of people who would otherwise have gone

hungry. Some of our most committed volunteers for this meal provision have been the members of our own community, who themselves remember what it was like to be in prison or homeless. In the process, we met and befriended many people in trouble, some of whom we subsequently housed and many of whom we were able to help access the other services they needed.



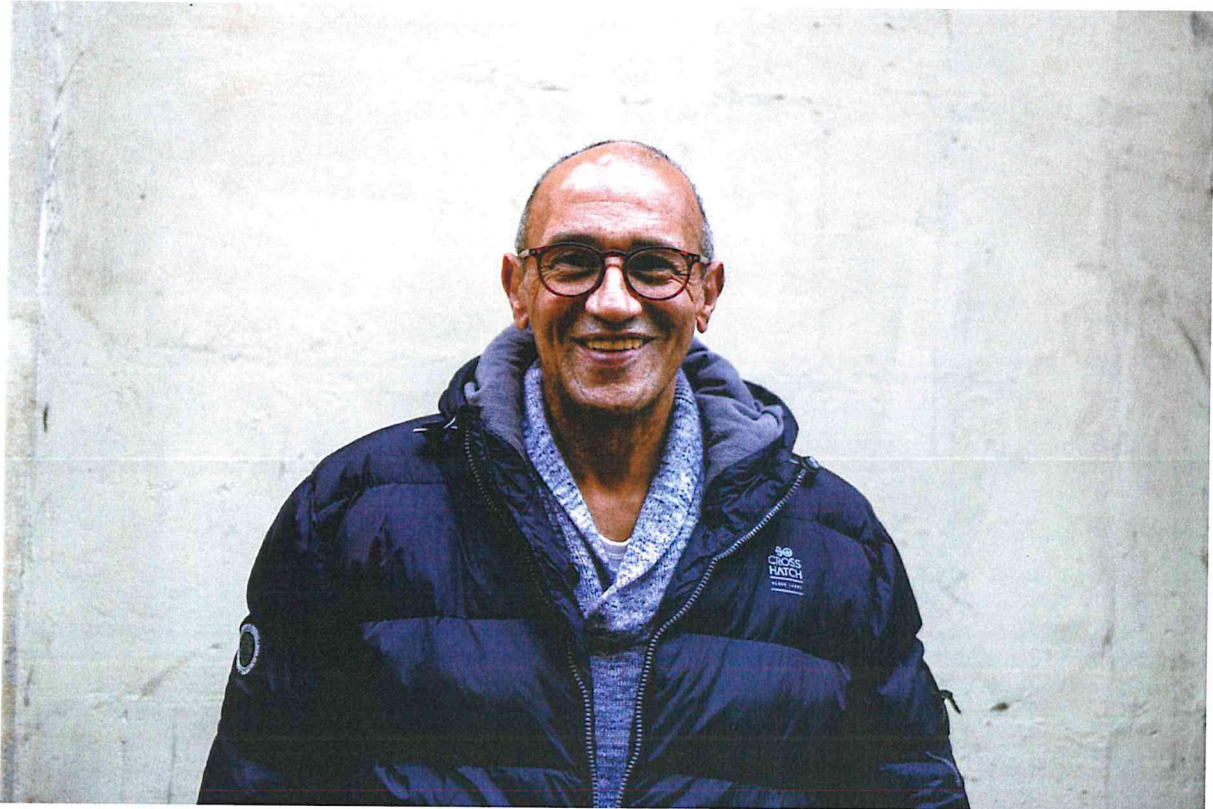
In collaboration with the City Council and Thames Valley Police, we cooked and served hot meals seven days a week through the first lockdown from St Aldates Church and five days a week during the second lockdown from St Ebbe's Church. The very last meal was handed out on Easter Sunday 2021 and was met with a very moving thank you from someone who is a long-term rough sleeper, who said, '...on behalf of everyone a huge thank you for keeping us alive during lockdown'. This service proved to be a vital 'touch-point' for those in emergency/temporary accommodation who could come out once a day for exercise and food. We're so grateful for the incredible volunteers who cooked, packed, served and cleaned every day, as well as to our ACT! intern, Elise Helton, who coordinated the daily meal provision during her time here.

Stage 2 - In Transition

Much of the support we provide to help people transition out of their former way of life had to be migrated from a personal, face-to-face service to telephone or video-based support during the Covid restrictions. The Monday night outreach meal and monthly Community Meal were replaced by the new daily hot meal provision described above. Mentoring and house visits moved to the telephone and online. Our 'Meet at the Gate' and 'Meet at the Hostel' programmes were also suspended. Our outreach team, which works extensively with those sleeping rough or in Approved Premises, still went out to connect with those who chose to continue to sleep outdoors throughout the lockdown phases of the pandemic. The team's versatility and willingness to change their working patterns was greatly appreciated and to be commended.

Having gone nearly eighteen months without any positive Covid-19 cases in our houses, we had our first positive case confirmed in July 2021, but this turned out not to be severe. From the summer, we began to offer weekly in-house support visits again and moved away from telephone and remote support as soon as restrictions allowed; this was greatly welcomed by all of our community.

From September, we restarted our Monday night outreach meals, and these have proved to be fruitful times. The monthly Community Meal restarted in October, involving a significant team of volunteers and it was great to be able to offer this opportunity for connection to so many lonely and marginalised people in our city.



During the year, we commissioned research into a Pathways Study to explore further the needs of homeless people presenting locally and how we might create appropriate strategic pathways between the different strands of our work. This highlighted that ACT! works in a highly relational way. Rather than identifying people as 'other', as 'in need' or 'broken', and focusing on 'what's wrong', our independent researcher observed that people describe ACT differently: a relational approach starts with 'what's strong', not 'what's wrong'.

Some of the comments gathered during the research illustrate this powerfully:

- *"When I met Rob [at Clarks House], he spoke differently, he was more like us and not them. He asked me how I am and stood out because of that"*
- *In other services, "you can receive their help but still be stuck".*
- *When dealing with ACT!, "you start a journey, getting hope, help, kindness; faith plays a huge part as a lot of us are stuck in the hurt of the past"*

- *“ACT! speak to you as a person and welcome you. They are not in a hurry”.*

The importance of relationship, building trust, finding your place and being useful were all common themes identified by the research. Seeing the person behind the case file, the prison sentence, the various presenting needs, and behaviours is of prime importance. This was an emerging theme in discussions with people consulted as part of this piece of work. We plan to undertake further detailed feasibility work on this during 2022, with a view to piloting additional services in due course.

Stage 3 - Flourishing

This part of the engagement process is where we support and accompany people on a personal journey of recovery and restoration. More structured projects, tailored training and work experience help prison leavers, recovering addicts, and former rough sleepers to successfully integrate into society, contributing to our community and eventually finding jobs or other ways to give something back to society.



Our normal weekly routine of house visits, group meetings, work projects, cooking club, face-to-face mentoring, volunteering opportunities and church attendance had to be suspended during the first half of the year. Our weekly ACT! Family gathering transitioned to an online video meeting and was extremely well attended, remaining our single most important 'contact point' for the community. We were delighted to be able to resume meeting in person over the summer.

The mentoring and support programme, delivered by carefully recruited and trained volunteers, provides one-on-one support for those in our community. This migrated to an on-line and telephone service, with some outdoor meetings, and worked better than expected. In September 2021 we gathered all our mentors for a face-to-face meeting. The time was spent sharing stories and experiences of the mentoring journey. It was a moving and encouraging morning to mark the resumption of a fuller, face-to-face mentoring service. All our residents are being mentored; for those who desire it, this is also helping with their integration into the life of St Aldates church.

Our Staff and Volunteers

We would like to thank our members of staff and the many volunteers without whom none of this work would be possible. In particular: Dave Portway, our Director, for overseeing and enlarging our work; Susan Cuthbert for tirelessly leading the prison ministry; Rob Rogers for leading our outreach work and overseeing all those who volunteer to mentor ex-offenders; Claire Mortimer and her team for leading the Community Meal; Richard Avalon for running our office, Jo Mitchell our fundraiser, Janet Gibson our Company Secretary, Elise Helton, Jonny Mitchell and Jessica Edwards our interns, and everyone else who so generously supported ACT! with money, skills or time.

Our special thanks go to Jemma I'ons who has led our housing work since its inception. Jemma moved to Weymouth for family reasons, overseeing a new housing support team remotely during the second half of 2021, before leaving us for pastures new at the beginning of 2022.

It was a joy to welcome Mousa Bashir to our staff team – Mousa is a former ACT resident who subsequently worked for two housing charities, gaining valuable experience of the sector, and has joined us as our new Housing Manager. We also welcomed Leah Leslie to the team in a new role of ACT Development Manager; Leah brings nearly ten years of experience working for *Caring For Ex-Offenders*, which was originally part of the William Wilberforce Trust and is now run by Holy Trinity Brompton.

Our Partners

We would like to thank all the organizations and individuals who have supported us in our work this year, and particularly our volunteers and donors. Much of what ACT! has achieved has been reliant on their valuable contributions, in all their various forms.

Thank you, specifically, to the following donors:

- Anchor Foundation
- Bishop Radford Trust
- Doris Field Trust
- Gladiator Trust
- Marsh Charitable Trust
- Oxfordshire Community Foundation
- Rothschild Foundation
- Souter Charitable Trust
- Slavanka Trust
- SMB Trust
- St Aldates Church
- St Aldates Parochial Charity
- St Michael & All Saints Charities
- Thames Valley Community Fund
- The Zurich Foundation
- 29th May 1961 Trust

We also wish to express our thanks to the following partner agencies and organisations with whom we have worked closely during the year:

- Alpha for Prisons
- Chaplaincy Teams at HMPs Bullingdon, Spring Hill and Grendon
- Clarks House
- Crisis Old Fire Station
- Edge Housing Association
- Hope into Action
- Huseyin Djemil – Green Apple Consulting
- Oxford City Council
- Oxford Homeless Pathways
- Oxford Winter Night Shelter
- Oxford Community Church
- Oxfordshire Homeless Movement
- SOFEA – Didcot
- St Aldates Church
- St Ebbes Church
- St Mungo's
- Thames Valley Police
- Thames Valley Probation Service
- The Poplars — retreat centre
- Turning Point

Financial Performance

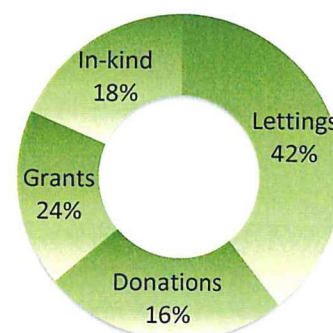
The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the charity's Memorandum and Articles of Association, the Charities Act 2011, the Companies Act 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP 2019 (FRS 102)).

Income

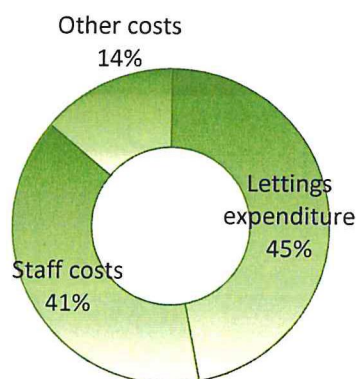
Overall income for the year held up well at £405,042 (2020: £435,224, a 7% reduction), due mainly to a reduction in voluntary donations; this is broadly in line with the general decline in funding experienced across the whole of the voluntary sector. We were very pleased that, despite this headwind, our grant income increased.

The charity's largest source of income continues to be from the letting of properties to community members. The lettings income covers the rent, as well as contributing to the costs of supported housing services. Lettings income also makes a contribution to the cost of utilities and up-keep of the properties

Donations and grants make up a significant part of the income of the charity. These gifts enable our staff and volunteers to carry out the work with our community, prisoners, ex-offenders and others.



Expenditure



Expenditure for the year was £393,956 (2020: £386,210).

Our supported housing programme continues to form the most significant part of our financial operation. We have grown this programme from our first two-bedroom house in January 2012 to twelve houses/apartments in 2021.

Our other main cost is related to our staff team, without whom our programmes would not be able to function.

Result

We have carried forward a surplus of £11,086 (2020: £49,014); this helps to secure continuity for our paid staff and the ongoing work of our programmes. As in previous years, the charity received additional donations in kind in the form of office accommodation and office services from St Aldates Parochial Church Council.

Trustees have considered likely future income and expenses, bearing in mind the specific challenges of the Covid-19 pandemic and its economic impacts, along with the management actions that could be taken if we are unable to raise sufficient income in the future. Because we have had continuing success in raising new funds since the balance sheet date, the trustees consider that the going concern basis continues to be appropriate for preparing our financial statements.

Reserves

The charity had total funds at the year-end of £152,693 (2020: £141,607), of which £25,540 (2020: £19,469) were restricted. Reserves are held to ensure the stability and continuity of our work, primarily by helping to cover the future cost of employment for several of our team, whose salaries are dependent on the charity continuing to raise funds.

The trustees consider the level of unrestricted reserves to be adequate for this stage of the charity's development and seek to maintain a level of unrestricted reserves that is above £125,000 to help secure the jobs of key staff in future years and increase our capacity to respond to new opportunities.

Risk Management

ACT! is exposed to risks associated with operational activity, raising sufficient funds, managing scarce resources, the external environment, governance, and legal compliance. Risks in each of these areas is assessed in the light of changing circumstances and any necessary mitigating action is taken. The risks considered by the trustees to be the most significant are set out in the table below:

Risk	Examples of Mitigating Actions
Members aren't adequately safeguarded or enabled to flourish in their physical, spiritual or mental well-being.	Regular staff meetings as a forum to raise concerns. Client contact recording system. Informal categorisation of members and needs. Training on de-escalation methods and suicide warning. Referrals to/from external agencies for support services. Weekly intercession process. Approach benchmarked against similar groups through www.clinks.org or a risk assessment process.
Staff/volunteers aren't adequately safeguarded or enabled to flourish in their physical, spiritual or mental wellbeing.	Risk assess all residents thoroughly before taking them in to our houses. Regular staff meetings as forum to raise concerns. Clinical supervision for certain members of staff. Volunteer and mentor training. Regular catch-ups for key volunteers with their point person. Weekly intercession process.
We can't raise sufficient funds within St Aldates or externally	Keep St Aldates regularly informed about ACT's work. Annual vision night or fundraising event. Appointed a Communications and Fundraising Manager. Fundraising remains a key focus for the ACT! Director.

In addition, as mentioned elsewhere in this report, we have responded to the significant operational challenges presented by the Covid-19 pandemic, managing the risk of infection, and complying with government restrictions to keep our community and staff as safe as possible.

As the organisation grows and develops, the trustees will continue to build appropriate risk management policies and processes to reflect the changing scale and nature of the organisation.

The Future

Our work with those who are sleeping rough and people who are vulnerably housed increased dramatically during the pandemic. This also helped us to build links with Oxford City Council and other agencies working locally in this field. As a consequence, the trustees have been considering how best to respond to the gaps that we see in the local provision for people who, for all sorts of reasons, become homeless. We also continue to carry a dream to establish a rural therapeutic community that complements our work in prisons and in the city. Our Pathways Study research carried out during 2021 and continuing into 2022 represents the first step in this process. This has highlighted the importance of our highly relational approach to members of our community and that the concept of a therapeutic community is already alive and well in our urban work.

Accordingly, the trustees have agreed the following strategic objectives for 2022:

2022 Objectives
Return to 'business as usual' in all aspects of our work, incorporating learning from the lockdown period so that we optimise the use of technology and flexible working, whilst maintaining a highly relational way of working.
Build on the Pathways Study with a detailed feasibility report for possible solutions to meet the needs of homeless people presenting locally, also considering how we might create appropriate strategic pathways between the different strands of our work.
Maintain our housing stock at twelve houses/apartments.
Continue to strengthen, train, and equip our staff team. Plan succession for key roles.
Continue to broaden our donor base and secure grant funding from several new trusts or foundations.
Refresh our risk register.

With changes in government, rising inflation, and the impact of the war in Ukraine on the cost of utilities, there are likely to be uncertainties ahead. We are thankful that our current reserves give us some time to manage and mitigate any headwinds that might arise. That said, the nature of these uncertainties make it likely that more people will need our services than ever before; so we hope to continue to grow, and to secure funds so that we can walk alongside more people who would otherwise have little hope of escaping their predicaments.

Legal and Governance Information

Registered Company number: 07279350 (Limited by Guarantee)

Registered Charity number: 1143136

Registered Office: 40 Pembroke Street, Oxford, OX1 1BP

The current trustees, who are also the directors, and those who served during the year were:

- Andrae Akeh – appointed 21 January 2021
- Frank Curry
- Laura Evers
- Stephen Foster (Rector of St Aldates) – appointed 29 April 2021
- Chris Gillies (Chair and St Aldates Parochial Church Council nominee)
- Luke Harris (Treasurer)
- Phoebe Mitchell – appointed 21 January 2021
- Claire Mortimer – resigned 29 April 2021
- Crispin Westhead

The trustees have delegated day-to-day running of the charity to the ACT! Director, Dave Portway, who is the most senior paid member of staff. The ACT! Director attends trustee meetings but is not a trustee or director of the company. In addition to the ACT! Director, during 2021 the charity had an average of four paid members of staff (seconded from St Aldates Parochial Church Council ('PCC')). Thanks to our team of more than 100 volunteers, we're able to deliver a substantial amount of work with a modest complement of paid staff.

Method of appointment of trustees

One trustee shall be the Rector of St Aldates Church (or their nominee) and a further trustee is a nominee of St Aldates PCC. There must be a minimum of four trustees. Vacancies are filled either by personal invitations made to individuals known to have relevant skills matching current needs, or by advertisement. All trustees must subscribe to the charity's ethos statement. Appointments follow an assessment meeting with at least two Board members.

Induction and training of trustees

Relevant training and induction are offered to new trustees in line with their experience and knowledge of the work of ACT!.

Objectives and activities

ACT!'s primary aim is the relief of people in need, particularly offenders, former prisoners, those who are homeless, asylum seekers, and people suffering from addiction or mental illness. Our ethos and approach are set out in a separate document known as the ACT! Ethos Statement, which is available to download from the charity's web site (<https://actoxford.com>).

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Remuneration of Senior Managers

The ACT! Director is the only senior manager, and on appointment his remuneration package was benchmarked against comparable roles, such as CEOs of small to medium-sized charities and senior managers within the probation service.

Disclosure of information

Each of the trustees has confirmed that there is no information of which they are aware which is materially relevant to the financial statements, which is not mentioned in this report or the accounts themselves.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the Board of trustees



Chris Gillies

Chair of Trustees

Date: 25th August 2022

Independent Examiner's Report to the Trustees of Aldates Community Transformation Initiatives

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2021 which are set out on pages 15 to 24.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and 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.

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

Independent examiner's statement

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

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

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

Aldates Community Transformation Initiatives
Annual Report and Accounts for the Year Ended 31 December 2021

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.



A Rodzynski FCA

Wenn Townsend

30 St Giles

Oxford

OX1 3LE

02/09/ 2022

Statement of Financial Activities for the year ended 31 December 2021

	Note	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	2021 £	General Funds £	Restricted Funds £	2020 £
Income								
Voluntary Income - Grants		14,500	-	84,319	98,819	-	76,850	76,850
Voluntary Income - Other		60,305	-	4,897	65,202	104,801	2,100	106,901
Voluntary Income - Donated in Kind	3	69,769	-	-	69,769	80,614	-	80,614
Investment Income		90	-	-	90	88	-	88
Lettings Income		171,162	-	-	171,162	170,771	-	170,771
Total Income		315,826	-	89,216	405,042	356,274	78,950	435,224
Expenditure on external communications and raising grants		12,743	-	-	12,743	11,445	-	11,445
Expenditure on Charitable Activities								
Staff costs	2	103,879	-	59,341	163,220	87,852	63,200	151,052
Lettings expenditure		170,237	-	6,668	176,905	177,906	3,314	181,220
Other ministry expenses		15,733	-	10,863	26,596	24,828	5,736	30,564
Travel and subsistence		2,437	-	120	2,557	675	280	955
Other administrative costs		11,935	-	-	11,935	4,852	6,122	10,974
		304,221	-	76,992	381,213	296,113	78,652	374,765
Total expenditure		316,964	-	76,992	393,956	307,558	78,652	386,210
Net income/(expenditure)		(1,138)	-	12,224	11,086	48,716	298	49,014
Gross Transfers between funds		-	6,153	(6,153)	-	50,000	(50,000)	-
Net movement in funds		(1,138)	6,153	6,071	11,086	98,716	(49,702)	49,014
Total funds brought forward		122,138	-	19,469	141,607	23,422	69,171	92,593
Total funds carried forward		121,000	6,153	25,540	152,693	122,138	19,469	141,607

Balance Sheet as at 31 December 2021

	Note	2021 £	2020 £
Current assets			
Debtors	6	9,727	19,909
Cash at bank and in hand		150,831	159,129
Total current assets		160,558	179,038
Creditors: amounts due within one year	7	(7,865)	(37,431)
Net assets		152,693	141,607
Funds			
Unrestricted - General	9	121,000	122,138
Unrestricted - Designated	9	6,153	-
Restricted	9	25,540	19,469
		152,693	141,607

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

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

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

Registered Company Limited by Guarantee. Number: 07279350

Registered Charity. Number: 1143136

Registered office: 40 Pembroke Street, Oxford, OX1 1BP

Approved by Aldates Community Transformation Initiatives on 25th August 2022 and signed on its behalf by:



Chris Gillies (Chair of Trustees)

Statement of Cash Flows for the year ended 31 December 2021

	Note	2021 £	2020 £
Cash flows from operating activities:			
Net cash provided by/(used in) operating activities	11	(8,388)	25,704
Cash flows from investing activities:			
Dividends, interest and rents from investments		90	88
Net cash provided by/(used in) investing activities		90	88
Change in cash and cash equivalents in the reporting period		(8,298)	25,792
Cash and cash equivalents at the beginning of the reporting period		159,129	133,337
Cash and cash equivalents at the end of the reporting period	11	150,831	159,129

Accounting Policies and Notes to the Accounts

1 Accounting Policies

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, the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

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

The financial statements have been prepared on a going concern basis, as the trustees believe that no material going concern uncertainties exist.

Incoming Resources

Voluntary Income

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Lettings Income

Lettings income comes from the management of houses used to provide supported accommodation to ex-offenders recently released from prison. The charity collects rent as lettings income for a number of properties in Oxford on behalf of the landlords, but does not itself own any property.

Income from investments

Dividends and interest are accounted for when received.

Resources expended

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the charity.

Governance Costs

There were no specific governance costs for the years ended 31 December 2021 or 2020.

Lettings Expenditure

The charity pays landlords for the use of their properties.

Assets and Liabilities

Current assets

Any amounts owing to the charity at 31 December in respect of fees, rents or other income are shown as debtors less any provision that might be required for amounts that might prove uncollectable.

Current Liabilities

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to expenditure.

2 Salary and Pension Cost

The charity staff are employed by St Aldates PCC and seconded to the charity. Some staff are funded directly by St Aldates PCC or through grants and donations received by St Aldates PCC and others are funded through grants received by the charity. The charity reimburses St Aldates PCC for the direct costs of employment for those staff members funded through grants received by the charity. The average number of staff seconded to ACT! from St Aldates PCC was 5 [2020: 5]. All pension liabilities remain with St Aldates PCC.

3 Donations-in-kind

Certain of the activities of the ACT! Community are funded by and undertaken by the St Aldates PCC although governance of those activities rests with the trustees. The value of these activities to the charity is considered to be the same as the cost to the PCC and they have been accounted for in the charity's SOFA as donated-in-kind income with the corresponding cost recorded within the applicable expenditure category.

4 Independent Examiner's Remuneration

Fees totalling £850 [2020: £780] were due to the Independent Examiner for the year.

5 Trustees remuneration

No remuneration was paid or expenses reimbursed to the trustees during the current or preceding year.

6 Debtors

	2021	2020
	£	£
Trade Debtors	2,729	-
Income tax recoverable	688	19,909
Other debtors and prepayments	6,310	-
	<u>9,727</u>	<u>19,909</u>

7 Liabilities: amounts due within one year

	2021	2020
	£	£
Due to PCC	5,067	36,651
Trade creditors	1,033	-
Accruals and other creditors	1,765	780
	<u>7,865</u>	<u>37,431</u>

8 Analysis of net assets by fund

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Current assets	135,018	25,540	160,558
Less: Current liabilities	128,865	-	128,865
Fund Balance	6,153	25,540	31,693

Prior Year Comparative

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Current assets	159,569	19,469	179,038
Less: Current liabilities	159,569	-	159,569
Fund Balance	-	19,469	19,469

9 Analysis of movement in Reserves	Balance at start of year	Income for the year	Expenditure	Transfers between funds	Balance at end of year
	£	£	£	£	£
Unrestricted Funds					
General Fund	122,138	315,826	(316,964)	-	121,000
Designated Fund: New Projects	-	-	-	6,153	6,153
Total Unrestricted Funds	122,138	315,826	(316,964)	6,153	127,153
Restricted funds					
Bail Project	3,000	-	-	-	3,000
Employment Project	10,000	3,250	(7,561)	-	5,689
Therapeutic Community	6,153	-	-	(6,153)	-
Contributions to Core Costs	316	31,054	(28,962)	-	2,408
Christmas Gifts	-	1,647	(1,647)	-	-
Street Food	-	5,000	-	-	5,000
Housing Project	-	30,500	(30,500)	-	-
No Recourse to Public Funds	-	10,000	(6,668)	-	3,332
Emergency Food for Housing Clients	-	2,000	(748)	-	1,252
Bicycles for Housing Clients	-	1,000	(817)	-	183
Gardening Equipment	-	1,000	(89)	-	911
Homeless Support	-	1,665	-	-	1,665
Outreach	-	2,100	-	-	2,100
Total restricted funds	19,469	89,216	(76,992)	(6,153)	25,540
Total funds	141,607	405,042	(393,956)	-	152,693

Restricted funds

The Trustees are considering a number of new initiatives and have created the New Projects designated fund to ensure funding is available once a suitable project is identified.

The Bail Project Fund comprises income received which must be used to support those on bail.

The Employment Project Fund comprises income received which must be used to assist ex-offenders back into work.

The Therapeutic Community comprises income received to support work amongst those suffering from addiction.

Contributions to core costs represent income specifically given to support the charity's core operating costs.

Christmas Gifts represent money donated for the purpose of buy gifts at Christmas for those in the Charity's supported housing programme.

The Streetfood Project comprises income received to support the provision of food during the Covid lockdowns.

The Housing Project Fund comprises income received to support the charity's work providing supported housing.

No Recourse to Public Funds represents funding to enable the charity to house those with no entitlement to State benefits.

Emergency Food for Housing Clients comprise donations which enable the Charity to provide food for Housing clients when necessary.

Bicycles for Housing Clients enables the purchase of bicycles so as to provide transport for clients.

Gardening Equipment is funding to enable the purchase of tools to assist clients in returning to work.

Homeless Support is funding to purchase items for people who become or are homeless in cases of immediate need.

The Outreach fund is funding to support the provision of an outreach meal on Monday nights.

The Work with ex-offenders fund comprises income received which must be used to support the charity's work with ex-offenders.

Prior Year comparatives

	Balance at start of year	Income for the year	Expenditure	Transfers between funds	Balance at end of year
	£	£	£	£	£
Unrestricted Funds	23,422	356,274	(307,558)	50,000	122,138
Restricted funds					
Bail Project	3,000	-	-	-	3,000
Employment Project	10,000	-	-	-	10,000
Therapeutic Community	56,153	-	-	(50,000)	6,153
Contributions to Core Costs	-	20,150	(19,834)	-	316
Street Food	-	5,100	(5,100)	-	-
Housing Project	-	39,700	(39,700)	-	-
Work with ex- offenders	18	14,000	(14,018)	-	-
Total restricted funds	69,171	78,950	(78,652)	(50,000)	19,469
Total funds	92,593	435,224	(386,210)	-	141,607

10 Related Party Transactions

St Aldates PCC (registered charity 1131154) are deemed a related party of the charity as they have a number of common trustees.

During the year, St Aldates PCC paid expenses totalling £34,741 [2020: £35,794] on behalf of the Charity and these amounts were recorded as owing to the PCC. During the year the charity paid £36,651 to the PCC in settlement of the opening amount due to the PCC and a further £29,674 in part settlement of the expenses incurred with the balance remaining outstanding at the year-end.

During the year the Charity awarded and paid a grant of £101,514 to the PCC in respect of staff seconded by the PCC to the charity (see note 2). In the prior year the Charity awarded grants of £90,763 to the PCC in respect of staff seconded by the PCC to the charity (see note 2) and of £5,100 to support the PCC's Streetfood Project. £75,000 of these amounts were paid during the prior year and the balance during the current year. At the balance sheet date the amount owed to the PCC was £5,067 [2020: £36,651].

During the year a close relative of a Trustee invoiced £12,743 for provision of fundraising and communications services on normal commercial terms.

11 Note to the Statement of Cash Flows

Reconciliation of net income to net cash flow from operating activities

	2021	2020
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	11,086	49,014
Adjustments for:		
Dividends, interest and rents from investments	(90)	(88)
(Increase)/decrease in debtors	10,182	(19,909)
Increase/(decrease) in creditors	(29,566)	(3,313)
Net cash provided by (used in) operating activities	(8,388)	25,704