



Caring in Bristol

CARING IN BRISTOL LIMITED

ANNUAL REPORT AND AUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2024

CHARITY REGISTRATION NUMBER: 1151645

COMPANY REGISTRATION NUMBER: 8419424

CARING IN BRISTOL LIMITED

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CARING IN BRISTOL LIMITED

LEGAL AND ADMINISTRATION INFORMATION

Constitution

Caring in Bristol Limited is a company limited by guarantee and a registered charity governed by its Articles of Association.

Charity number 1151645
Company number 8419424

Trustees and directors

The trustees of the charity who were in office during the year and up to the date of signing the financial statements were:

Nigel Harradine	Chair [to 24.7.24]
James Eldred	Vice-Chair
Felicity Clark	Trustee & Treasurer, Chair [from 24.7.24]
Jennifer Harris	Trustee [to 25.7.23]
Matthew Morrison	Trustee
Joanna Strong	Trustee
Mark Williams	Trustee
Philip Parry	Trustee
Bejide Kafele	Trustee
Allan Freeman	Trustee

Staff Management Team

Ben Richardson	[to 7.7.23]
Glyn Berwick	[to 30.9.23]
Ian Byworth	[from 7.7.23 to 22.12.23]
Claire Coleman	
Emma Prout	
Helen McCartan	
Bronwen James	[to 19.12.23]
Mel Holmes	[to 12.04.24]
Jenny Perez	[from 11.12.23]

Registered address

3 Pritchard Street,
Bristol, BS2 8RH

Auditors

Godfrey Wilson Limited
Chartered accountants and
statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol, BS1 4QD

Solicitors

Bevan Brittan
1 Queen Street
Bristol, BS2 0HQ

Bankers

Unity Trust Bank plc
Nine Brindleyplace
Birmingham, B1 2HB

The Affirmative Deposit Fund
9 Bonhill Street
London, EC2A 4PE

Triodos Bank
Deanery Road
Bristol, BS1 5AS

Nationwide Building Society
Nationwide House
Pipers Way
Swindon, SN38 1NW

Monmouthshire Building Society
Monmouthshire House
John Frost Square
Newport, NP20 1PX

Saffron Building Society
1A Market St
Saffron Waldon, CB10 1HX

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REPORT OF THE TRUSTEES

CHAIR'S INTRODUCTION

In February 2024, the Office for National Statistics released data showing that average UK rents have risen more in the last 12 months than since records began, and that outside of London, the area with the highest private rental costs is Bristol. With rough sleeping numbers on the rise in our city for the first time since the pandemic, and an acute 92% increase in demand for Temporary Accommodation since 2019, there is a huge need for agile and creative interventions to tackle our housing crisis.

We are a Bristol charity which designs and develops services tailored to the communities in our city who are most at risk of homelessness. Our targeted interventions build trust with people who find traditional routes to support difficult to access due to geography and service design. Food clubs, co-production meetings, attendance at existing social spaces and “chatty tables” have become invaluable outreach tools for Caring in Bristol to embed our work in communities that can tell us about their experiences of housing insecurity. Through these insights, we can develop appropriate and accessible routes to information and support that empower people to tackle the challenges they face.

With young people a particularly vulnerable group, we continue our commitment to youth work. Our floating support service continues to excel at person-centred relational support, and we have developed our new accommodation service for 18-25 year olds in collaboration with young people and experts. Launching in early July 2024, Z House provides a safe place to stay overnight, and support towards sustainable housing options. This ambitious pilot project will be evaluated over its first 12 months – we look forward to sharing insights across the sector from this innovative work.

The last 12 months have seen successful funding applications across the breadth of our work, putting us in a stable position looking forward. We have expanded our staff team, particularly around youth work. Our commitment to our volunteers, who are crucial to so much of our work, led to the introduction of a Volunteer Manager role – this will improve the experience that our volunteers have with us, and help expand our network of dedicated individuals working together to make change in the city.

The coming year will see us revisit our Blueprint for Change, the strategy we created in 2019. With such seismic change occurring since it was set, and local and general elections this year shifting the context of our work, it is the right time to review and refine our organisational objectives.

In July 2023 Caring in Bristol said goodbye to our long-standing Director, Ben Richardson, after 5 years of visionary leadership of the charity. I would like to thank Claire Coleman (Head of Operations and Impact) and Emma Prout (Head of Finance and Administration) for stepping up as Interim co-CEOs during the period January-July 2024. Thanks go also to our fantastic staff team, who have shown commitment, resilience and compassion as they work alongside clients. We look forward to welcoming Mijanou Blech as incoming CEO from July 2024.

Finally, a huge thank you must go to Nigel Harradine, who stepped down as Chair of Trustees in July 2024, after serving 6 years in the role. He has championed the charity through extraordinary times and leaves it in a strong position with a bright future ahead – we are indebted to him.

Felicity Clark, Chair of Trustees

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QUOTES FROM THE YEAR

“The support I had from the team was like no other. I worked with my support worker step by step breaking my options down. I was able to build confidence and belief in myself that there is a light at the end of all my worries... 5 months on I have managed my bills and I am now happy living in my new place and financially stable.” **Early Doors client**

“It's great having you here - I know who to send people to if they talk to me. It makes a big difference with everything that's going on with the cost of living crisis” **Staff Member at Bristol Goods Food club venue**

“It was hard to trust Caring in Bristol at first, you have so much institutional fatigue... you are promised things again and again which don't happen... they are different, they keep their promises” **Project Z client**

“Our service users often experience housing-related anxiety, and this booklet is a brilliant way to inform them of the available support.” **Worker for community organisation about CiB resources**

“It's amazing what people can do when they come together” **Caring at Christmas client**

AIMS AND OBJECTIVES

PURPOSES

The charitable purposes of Caring in Bristol are restricted to the following:

‘The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.’

THE AIMS OF CARING IN BRISTOL

As set out in our Blueprint for Change, our vision is creating a city empowered to solve homelessness.

Our mission is to work in imaginative and creative ways with people experiencing or at risk of homelessness, with the public and with community partners, to bring about lasting change in Bristol and beyond.

Our three core values drive our strategy, services, behaviour and culture:

We collaborate:

We learn, share and work alongside everyone in our community to create services that achieve our vision. Our clients and communities inform the design, delivery, and evaluation of our work. We collect and apply evidence to build partnerships and embed our impact. We generously share our resources, time, skills and learnings.

We put people first:

We develop relationships around strengths and take positive risks. We challenge ourselves to be better and are fearless in looking at our own biases as we seek to create a more inclusive and fairer city. We hold that the wellbeing of our staff and volunteers is integral to the positive impact we can make with our clients. The voices and experiences of our clients, supporters, communities and co-collaborators are vital towards achieving our vision.

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We focus on the end goal:

We work with our clients, volunteers, and staff to achieve their ambitions. We are here to make ourselves no longer needed and believe Bristol can be the first major city to end homelessness. Every decision we make is based on creating a future where we no longer need to exist.

ENSURING CARING IN BRISTOL'S WORK DELIVERS OUR AIMS

Trustees consider how planned activities will contribute to our aims and objectives and sit against our Business Plan. Trustees receive update reports from senior members of staff at board meetings, which take place each quarter.

In the coming year we will revisit our strategy, testing it against the evolving needs of the city. This work has begun through staff and trustee consultation, and will be carried forward by our incoming CEO.

HOW OUR ACTIVITIES DELIVER PUBLIC BENEFIT

All charitable activities focus on the prevention or relief of poverty, specifically though directly working with adults and young people at risk of or experiencing homelessness. Many of our projects also engage a significant number of volunteers from the local community, and our campaigns and communications work are aimed at changing public perceptions and expectations of homelessness services locally, including increasing the effectiveness of prevention. All Caring in Bristol services are free at the point of access, with the exception of Bristol Goods that charges £3.50 a week to its members as part of a food club model.

In our 'A Blueprint for Change: Empowering our city to make change by 2025' strategy document, we committed to four promises to Bristol – which set out how our activities seek to deliver our public benefit:

1. **Early intervention to prevent crisis** – work that targets single individuals at early risk before crisis results in loss of accommodation or stability.
2. **Effective crisis support** – work that targets single individuals in immediate risk of losing accommodation, or to provide relief or support to single individuals experiencing an immediate homelessness crisis.
3. **Build a movement** – work that amplifies the voices of our clients, community members and volunteers, with a view to influencing positive collective action within the broader system.
4. **Develop evidence to mobilise change** – work that creates accessible and objective evidence to understand how best to act.

EARLY INTERVENTION TO PREVENT CRISIS

Early Doors

Early Doors aims to deliver community-based interventions which prevent homelessness at an early stage. This third year of the service has seen the outreach element of the project thrive, allowing us to design information and support based on the particular housing needs of our target communities where people are most at risk of acute housing issues. Our outreach staff are embedded in these communities, building trust and creating opportunities for conversations about issues that lead to homelessness. In South Bristol alone our outreach worker attended over 100 community events and meetings, making sure knowledge of housing rights and how to seek support is shared as widely as possible.

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As the project entered its third year in spring 2023, we created a new role within the organisation specifically to work alongside clients in the earlier stages of a housing crisis. Our goal was to provide information and support to empower our clients with the knowledge and confidence to access other services. In summer 2023 we launched a weekly housing information drop-in in Hartcliffe, an area where we were initially told other organisations had struggled to build attendance at similar sessions. We have learned that consistency and perseverance are key, and the drop-in is now accessed by attendees experiencing difficulties with damp, disrepair, overcrowding, landlord disputes, no-fault evictions and many of the resulting physical and mental health impacts of these issues. The drop-in, delivered in partnership with Shelter, has been a huge success of the past year. The Early Doors team provided direct one-to-one support to 135 clients from April 2023 - March 2024.

Housing Support Handbook

We have continued to produce renewals of the Early Doors housing support booklet. Frontline staff distribute the handbook in outreach spaces and share information from it in one-to-one support work. With the ever-changing landscape around utility bills and housing benefit in the past 12 months, it is more important than ever to provide clear and accessible information about how to access support and advice that can prevent a homelessness crisis. 2,500 copies were produced in February 2024 and we continue to distribute these to our partners and community members.

Bristol Goods

Caring in Bristol has delivered 140 food club sessions in the last year, serving 271 unique service users. Through the results of our independent research and the influx of referrals to our support workers from food club members, we have come to recognise the value of the food clubs as an outreach tool for our Early Doors homelessness prevention service.

Our youth-focused food club has become a weekly feature of our work and enables us to provide light-touch support for young people who wouldn't meet the criteria of our Project Z service, but still benefit from the food and community Bristol Goods provides.

From June-December 2023 we ran a 6-month pilot in partnership with a housing association for residents of their new building in the Castle Park area of the city. This project did not lead to accessing new clients experiencing housing insecurity, so we have re-assigned our resources elsewhere. The team are working on plans for cookery sessions for a small group of members who would benefit from more in-depth support that will enhance their knowledge of nutrition and household budgeting.

In late 2023 we were forced to relocate our Withywood food club for reasons beyond our control. Our staff worked responsively, finding a suitable new venue within a few weeks and maintaining as many members as possible.

EFFECTIVE CRISIS SUPPORT

Project Z

Caring in Bristol continues to invest in Project Z, our holistic floating support for people aged 16-25 who are disproportionately impacted by Bristol's housing crisis. Recruiting an additional support worker and improving the accessibility of our referral pathways allowed the team to provide support to 68 young people this year, representing a 70% increase on the previous 12 months. Their work covers subjects including housing, employment, benefits, immigration, housing, physical and mental health.

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We commissioned an independent researcher to assess the service in autumn 2023, providing objective quality assurance. Some of his key findings included the benefits of the longer-term relational approach taken by the service, and the value of dedicating time and energy to increasing awareness of Project Z among other providers in the city who can refer young people for support. From the report:

“Project Z feels unique in Bristol for both clients & referral partners, it is felt to be the only service offering holistic floating support in the city. It feels more neutral than other services, has more time to offer clients and dedicates more time to building deeper personal relationships.”

Over the winter months, Project Z successfully facilitated a placement from a social work student from University of West England. This scheme added capacity to our services while providing valuable insights and development for the student. We plan to repeat this in winter 2024/25.

Z House

There has been major progress in the development of Caring in Bristol’s new accommodation service for 18-25 year-olds. In April 2023 we received the report from our commissioned researcher, who provided guidance collated from interviews with sector experts and young people affected by homelessness. We have used the findings of this research to shape our design for the service’s referral pathways and operational procedures.

The last 12 months have been a hive of activity to reach a stage of readiness to open the doors to this service. Once funding and planning permission was secured, we were able to embark on a construction project to create a space tailored to our vision for the service. The shelter will be co-produced and engage community volunteers from across Bristol to run mealtimes and overnight shifts. Our team have trained over 30 volunteers so far, with proactive recruitment ongoing.

Due to some short delays and staff turnover, we launched in July 2024.

Caring at Christmas

In December 2023, the Caring at Christmas day centre served 547 unique visitors more than 1,400 meals cooked by partner restaurants and community volunteers across seven days. This was a significant uplift in guests, which we interpret as illustrative of the lack of other accessible services over the Christmas period, and the stark increase in people impacted by the soaring cost of living.

We provided more services than ever at the day centre, including access to vaccinations, dental advice, a GP service, haircuts and bike repairs alongside more festive activities such as arts, cinema and a choir.

We continued to offer the Christmas pantry, launched in 2022, offering take-home meals, groceries and toiletries for our visitors to take away. This operated alongside our clothing bank, which is only possible due to the clothes donated through our public campaign.

Alongside the day centre, Caring in Bristol’s fleet of volunteer drivers delivered delicious meals and gift hampers to around 150 insecurely housed households, referred to us by our many partners across the city including St Mungo’s, One25, Salvation Army, Addiction Recovery Agency and 1625 Independent People.

Caring Handbook

The Caring Handbook provides practical information to those experiencing a homelessness crisis, and empowers sector workers, voluntary groups and caring individuals with the knowledge to signpost appropriate support. It receives consistently positive feedback from its users, and we are routinely asked for copies to be provided for use at local authority offices, hospitals, prisons, churches and community centres.

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A 2024 edition was finalised in April and so far over 6,000 have been distributed across organisations in the city.

BUILD A MOVEMENT

Bristol Homeless Forum

Caring in Bristol's Head of Operations and Impact sits on the steering group for the Bristol Homelessness forum with six other key local sector leaders. As a charity we can influence the content and delivery of the cross-agency forum meetings, putting forward ideas for discussion. Over the past year, the forum has covered topics ranging from emerging priority triggers of homelessness, to inter-agency communication, and how we can uphold staff wellbeing in challenging times. In July 2024, Caring in Bristol will present to the forum about our Z House project.

Bristol City Council Strategic Review

In 2024, the city council's current Homelessness and Rough Sleeping Strategy comes to an end and the city will enter a new phase of strategic objectives and actions to address these issues. Caring in Bristol staff have been invited to consult on the new 5-year strategy as part of a sector working group. In addition, we are liaising with council colleagues to create opportunities for our co-production participants to be consulted, as part of our ongoing commitment to raise the voices of lived experience.

Community Outreach & Volunteering

Through Caring in Bristol's extensive network of volunteers that contribute to Caring at Christmas, Bristol Goods and Early Doors, we are able to educate a large number of Bristolians. Our volunteer training covers changing perceptions about homelessness, and our ongoing community outreach (see Early Doors section above) empowers members of the public with the information they need to understand their housing rights and access routes to support. We have heard from many new service users during the past year that they have heard about Caring in Bristol from a friend, colleague or neighbour who had volunteered, spoken to an outreach worker, or picked up one of our handbooks.

Campaigns/Communications Approach

Our appeals aim to establish the need for services and support for the prevention and alleviation of homelessness. They also have a strong campaigning element to help educate recipients about homelessness, and to shift negative mindsets.

Our communications are also intentionally framed to further shift mindsets, to dismantle stereotypes and assumptions, and to educate our audiences that homelessness is not inevitable. This enhances awareness of our solutions-based approach to service delivery. Our Storytelling Coordinator ensures that the authentic perspective of our clients, volunteers, and staff, is represented throughout our communications to amplify voices of lived experience, community support, and professional expertise.

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DEVELOP EVIDENCE TO MOBILISE CHANGE

Research and Impact

We have been improving data capture structures and reporting templates in our client support database during the past year, which has created deeper insight into the outcomes of our work. This is an area that needs continual improvement, in order to identify trends and keep pushing services in a targeted direction.

In the past 12 months we have worked with researchers to: improve our understanding of the impact of Project Z on the lives of young people it supports; complete the 3-year evaluation report from Homeless Link on the Early Doors concept; and design a monitoring framework for the first year of the Z House service.

BUILD A BEST PRACTICE CHARITY ORGANISATION

Equality, Diversity and Inclusion

We have engaged in training and outside consultation at both the senior team and trustee level over the past year, to develop an action plan around further equality, diversity and inclusion work at Caring in Bristol. A key outcome of our recent staff consultation on organisational values was that inclusion is a common theme in our work and must inform our decisions around how our services evolve. Our service design factors in accessibility on a daily basis both through physical spaces but also consideration of experiences. Examples include timing groups around participants' childcare needs, a requirement for venues to be wheelchair accessible and budget put aside for interpreters where needed for 1-1 support. We aspire to be a fully psychologically informed organisation, and consider the impacts of trauma and vicarious trauma for our clients, volunteers and staff on a daily basis.

We have been proactive in our goal to broaden our approach to recruitment, designing processes that don't just rely on traditional panel interviews, and including group formats and meetings with volunteers and service users, with their views being factored into decisions. As a result, we are seeing a gradual increase in representation within the staff team of the communities we work within. This year we have also allocated a specific responsibility within the senior management team to hold the organisation to account and ensure lived experience is heard and valued in decision making.

Reflection

All staff have access to external individual and group clinical supervision. This is further supported by a monthly all-staff meeting which features a 30-minute spotlight on different elements of our work, giving all staff an opportunity to contribute to new thinking and development. Our new monthly staff newsletter is another way to connect with each other's work and foster a culture of collaboration and celebration.

Back Office Support Systems

We are in the process of launching a new intranet and file management system, which will improve our document storage processes and efficiency. We are grateful to Privacy People for providing pro bono support around data protection, ensuring our systems are secure and compliant. The year ahead will see the launch of a new website and a new volunteer management system, improving our offer to those looking for information and to support our work.

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KEEP OUR INCOME SUSTAINABLE AND INDEPENDENT

Income Generation Approach

We continue to develop our diverse fundraising strategy to maximise our return on investment with an aim of maintaining an agile approach to supporting more people experiencing homelessness in our local community.

We continue to work hard to grow our unrestricted income. We have aimed to increase the percentage of unrestricted income we receive by developing deeper partnerships with charitable trusts who share our mission to prevent homelessness. Relationships with funders, supporters, volunteers and wider stakeholders continue to be at the forefront of our work.

Around 55% of our income comes from charitable trusts, foundations and statutory partners who share our mission to prevent and end homelessness. This includes a mix of committed partners who have supported the development of our work over a number of years, along with newer partners who we have built relationships with during the year. Over the next few years, we will be seeking to develop relationships with new partners in order to expand and adapt our work in direct response to the needs of our community.

Alongside Trusts and Foundations we are building a Major Donor income stream and have seen some good early success, whilst it's in the early stages we will continue to invest in this area and plan to engage more donors moving forward.

We have made significant progress with Corporate and Community Partnerships, and the development and growth of our 'Caring Corporates' and 'Caring Local's' programme, where we partnered alongside 22 local businesses, as well as the introduction of our 'Sponsor a Room' programme.

Over the coming year we hope to increase our supporter stewardship approaches with the aim to further build relationships with our individual supporters, something which has unfortunately been put on hold last year due to a lack of capacity.

We would like to thank all of our donors and supporters for their ongoing support, which enables us to continue to help people experiencing homelessness in Bristol.

We take an ethical and non-exploitative approach to fundraising and aim to put the donor and our clients at the heart of our fundraising work. Caring in Bristol is registered with the Fundraising Regulator and adheres to the Fundraising Code of Practice.

Caring in Bristol does not currently use any external agencies for fundraising. There has been no failures by the charity, or by any person acting on its behalf, to comply with the Fundraising Code of Practice. In the year we received one complaint regarding fundraising communications which was dealt with swiftly.

As member of the Fundraising Regulator we strive to protect potentially vulnerable individuals through adhering to the Fundraising Code of Practice.

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Partners

We wish to thank every one of our supporters and funders who financially support our work, they include the following :-

Abri	The National Lottery Community Fund
Beatrice Laing Trust	Oak Foundation
Bristol City Centre BID, supported by Redcliffe & Temple BID	Orange Tree Trust
Bristol City Council	St Martin-in-the-Fields Charity
Building Societies Trust	Swire Charitable Trust
Department for Levelling Up, Housing & Communities – Night Shelter Transformation Fund	The Albert Hunt Trust
Desmond Harris Charitable Trust	The Julia and Hans Rausing Trust
Feeding Bristol	The National Benevolent Charity
Garfield Weston Foundation	The Nisbet Trust
Harkness Family Foundation	The Raindance Trust
LandAid Charitable Trust Limited	The Sunrise Foundation Grant Fund
The Society of Merchant Venturers	The Waterloo Foundation
National Grid Electricity Distribution-Community Matters Fund	Zurich Community Trust

Caring Corporates

First launched in November 2021, the Caring Corporates programme has grown since its first inception. The programme aims to create mutually beneficial partnerships with businesses in Bristol and beyond. The support provided by our Caring Corporates vary from direct financial donations to service aid, and volunteering depending on the motivations of the business and what their company can offer.

We would like to thank:

Bristol Student Lets / Clifton Rentals	Nexus Planning
Burges Salmon	Noi Publishing
Cogito	Runway East
Cryer & Coe	Taziker
Delta Hotels by Marriott	The Stable Pizza
Howden	Unleashed Software
MOD Abbey Wood DE&S –	Veezu

Sponsor a Room

In 2023 we launched our ‘Sponsor a Room’ scheme - through ‘sponsoring a room’ for £1,000 over two years, businesses and companies can support our vital work. Room sponsors include:

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Ad Hoc Property Management	Gough Quarter
Burgess Salmon	Lovett Foundation
Cryer and Co	Primeway Care
Dr Fox	

Caring Local

Caring Local is a partnership programme developed exclusively for local independent businesses. It focuses on partnerships that encourage people in the city to buy local.

We would like to thank:

404 Bakes	COR
Alpha Bottle Shop & Tap	Hugo's Greengrocer
Autolyne	Max Minerva's
Bertha's Pizza	Papadeli
Box-E	The Bristol Cheesemonger
Bristol General Store	The Cider Box

Community Partners

Caring in Bristol is fortunate to have numerous community partners providing outstanding support. From traditional fundraising to community events and generous donations, our community partners have gone above and beyond to help Caring in Bristol.

We would like to thank:

All-Aboard Water Sports	Mothers' Union Christchurch Hanham
Bristol Breakfast Rotary Club	Pink Elephant Club
Bristol Grammar School	QEH School (Queen Elizabeth Hospital)
Bristol Masons	Redland Park URC Church
Bristol Rovers Community Trust	Redmaids' High School
Bristol University Homelessness Society	St Mary's Catholic Primary
Christ Church Clifton	St Mary's Primary School Yate
City of Bristol College	St. Mary The Virgin Leigh Woods
Gordano School	

We would like to thank the wonderful team of Corporate and Community partners who scaled mount Kilimanjaro in October 2023 and raised £33,179 to help support people experiencing homelessness in Bristol.

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FINANCIAL REVIEW

Despite the challenges of a year where the fundraising climate has continued to be difficult, particularly for public giving, the Trustees note a satisfactory financial performance for the year under review with a surplus generated of £123,363. We can report net income in both our restricted and unrestricted funds – we remain continually grateful to our core supporters who have maintained steadfast support during this past year, as well as welcoming the support of those new to the charity.

The Trustees have continued to monitor the Charity's financial position, and at the time of writing this report, the Board are satisfied that Caring in Bristol can continue operating as a going concern in the long term. In addition to needing to maintain an adequate financial reserve, the Board has also been pleased to approve additional service investments for the new financial year.

INVESTMENT POLICY

Caring in Bristol seeks to maintain the capital value of its assets, maintain liquidity and produce the best financial return within an acceptable level of risk, whilst acting in accordance with its ethical standards.

As Caring in Bristol has a small asset base, capital volatility cannot be tolerated and therefore all investments are held in the form of cash. Cash deposits are split so that no one institution holds all of the charity's total cash balance. All cash balances are deposited in institutions regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

The charity manages its own cash deposits. We monitor the cash position and prospective cashflow, reporting this to the Finance and Income Generation Committee, and through them to the board.

RESERVES POLICY

The trustees have considered appropriate levels of reserves retained for safe financial management and are of the continuing view that Caring in Bristol should hold between four and seven months of running costs as a free reserve.

Reasons for Reserves

The key continuing financial risks facing the charity are decreasing donations and not securing grants to continue existing projects and commitments, as well as the need to secure funds to support our core costs. As a result, the Board continue to be mindful of ensuring adequate reserves are held to cover the following main risks:

- **Continuity of Service:** As a charity working with vulnerable people, we have an obligation to ensure any withdrawal or reduction in services as a result of insufficient funding is carefully managed to minimise any negative impact for our beneficiaries.
- **Income Flow:** Income is received unevenly over the course of a year, with a particular emphasis on Christmas. This leaves the charity exposed to being unable to meet its ongoing commitments. The reserves policy is designed to avoid any cashflow issues arising from this.
- **Fixed Employment and Rental Costs:** As an employer we recognize the obligation to maintain sufficient income to pay our staff. During the year under review, fixed staffing costs represented 57% of the charity's total expenditure. The Charity has grown substantially over the last 3 years and we plan to increase our staff over the next 12 months. Additionally, we are now committed to a minimum of 3 years at our Pritchard Street base (with the associated costs), having taken on an additional floor in order to house our youth accommodation project.

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A reasonable reserves balance is therefore required to mitigate these risks and to provide flexibility to develop and pilot new areas of work when opportunities arise.

Current Reserves position

As shown in the balance sheet to the accounts, the total funds balance at 31 March 2024 is £ 1,111,398.

Of this £157,568 are restricted fund balances not available for the general purposes of the charity.

The balance of free unrestricted reserves within the General Fund is £953,830. Any remaining unrestricted balance held after taking into account the requirements of the reserves policy, will be used for furthering the aims and objectives of the charity.

PLANS FOR FUTURE PERIODS

In FY24-25 we plan the following key pieces of work:

- Launch our new youth night shelter provision, and further expand the scope of our wraparound support for young people.
- Upgrade both our website and our volunteer management CRM.
- Expand our service provision and infrastructure through the recruitment of staff which will include additional Homelessness Prevention expertise, administrative/HR/facilities management support and a dedicated post focused on Impact, Monitoring and Evaluation.

These developments require financial investment, for which we will use free reserves held above our reserves policy level, as agreed with the Trustees. Our reserves have built up during a time of staffing changes and the delay in building work for our new youth overnight service. During this year we will be using our forthcoming renewed strategy to aid future financial planning, ensuring the stability of the charity as it grows.

STRUCTURE, MANAGEMENT AND GOVERNANCE

GOVERNING DOCUMENT

Caring in Bristol Limited is a company limited by guarantee and has charitable status. The charity is governed by its Articles of Association dated 26 February 2013. Caring at Christmas operated as a registered charity from 1989 until the charity was incorporated in 2013 and the name subsequently changed to Caring in Bristol.

BOARD OF TRUSTEES

At 31 March 2024 the trustee board consisted of nine trustees who have a wide range of skills and experience. A term is three years and trustees can serve two consecutive terms after which they must step down for at least two years, unless the Trustees consider it would be in the best interests of the Charity for a particular Trustee to continue to serve for a third term without stepping down and that Trustee is reappointed in accordance with the Charity's Articles of Association. The trustees, together with the Chief Executive, identify the skills and experience required of the trustees to ensure that the board reflects this need.

Induction for prospective board members includes documentation, meeting other trustees and staff, and attending a board meeting where the detailed work of the charity and discussions concerning trustees' roles and responsibilities are covered. Information on governance training opportunities is circulated periodically

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to trustees. Whilst the trustees are responsible for governance, they have delegated day-to-day running of the charity to the Chief Executive.

The board meet regularly (each quarter), with additional sessions as needed. This year this has included an additional meeting to agree additional resourcing for our Z House work.

The board delegates certain responsibilities to the Finance and Income Generation [FING] Committee, whose remit includes detailed review and monitoring of the annual budget and management accounts; monitoring of income generation performance; and approval of any annual salary increases. The FING Committee meets quarterly and reports back to the board.

In addition, this year we have governance sub-groups, including Strategy Development, EDI and Human Resources.

The Chief Executive and members of the Senior Leadership Team submit written reports and attend all board meetings. The Chief Executive is held to account through regular reports to the board on progress against objectives and through one-to-one meetings with the Chair.

STAFFING & HR

The team (end of March 2024) comprised 20 members of staff.

The Chief Executive oversees all Caring in Bristol's work and line manages the senior managers of the organization.

This year has seen some issues with staff turnover and departures within probation periods, which has led us to reflect on and improve our recruitment processes, and to prioritise staff wellbeing. As part of our drive to improve all aspects of our people management, we will be recruiting an HR officer during the coming year.

VOLUNTEER SUPPORT

Yet again, over 400 people contributed their time in December to ensure we could support people experiencing homelessness at this difficult time of year. Spaces filled quickly and the proportion of returning volunteers illustrates the safe and positive experience we are able to give them.

Work is already underway to recruit and train volunteers for the Z House youth night shelter. The team are almost halfway to their goal to sign up 100 volunteers before the service has even launched. Bristol Goods food clubs now have an established set of regular volunteers from the community that have helped us build trust and capacity within this service.

With the scale of volunteering in the organisation, we took the decision to invest in a specific post to manage this operation, and a new Volunteering Manager joined us in February 2024. They have already set to work improving our volunteer data, communications and training programmes.

RISK MANAGEMENT

The trustees continue to monitor the risk register as a standing item and make incremental improvements. The trustees seek to manage such risks to an acceptable level, and this remains an important area for attention.

The senior management team reviews the risks to which the charity is exposed before board meetings. Risks are highlighted in papers to board. This allows the board to focus their attention on the most relevant and strategic risks.

CARING IN BRISTOL LIMITED

Particular risks the organisation have faced this year include our fundraising performance being impacted by continued economic turbulence and competition for scarce resources, difficulties with recruitment and long-term retention of appropriately skilled staff with continued increased competition in the labour market post-COVID and the work-from-home revolution.

The trustees will continue to review the major risks to which the charity is exposed, and systems will continue to be evolved, adapted and reviewed to manage those risks.

CHARITY GOVERNANCE CODE 2017

Whilst not a legal requirement to be compliant, the trustees aim to follow the seven principles of the Code and are committed to good governance and a desire to contribute to the charity's continued improvement.

RESPONSIBILITIES OF THE TRUSTEES

Statement of responsibilities of the trustees

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- 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.

CARING IN BRISTOL LIMITED


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.

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 trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were appointed as auditors to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 4 September 2024 and signed on their behalf by



Felicity Clark
Chair of Trustees
Caring in Bristol Limited

Independent auditors' report

To the members of

Caring in Bristol Limited

Opinion

We have audited the financial statements of Caring in Bristol Limited (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related 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 charity's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, 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 charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 7 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

Caring in Bristol Limited

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.

Opinion 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 for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report have 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 charity and its environment obtained in the course of the audit, we have not identified material misstatements in 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 accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not obtained all the information and explanations necessary for the purposes of 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 the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees 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 they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Independent auditors' report

To the members of

Caring in Bristol Limited

Our 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.

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 procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

Independent auditors' report

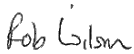
To the members of

Caring in Bristol Limited

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. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity'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 charity'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 charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Date: 4 September 2024

Robert Wilson FCA
(Senior Statutory Auditor)

For and on behalf of:

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Caring in Bristol Limited

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2024

	Note	Restricted £	Unrestricted £	2024 Total £	Restated 2023 Total £
Income from:					
Donations and legacies	3	668,799	679,343	1,348,142	1,047,949
Other	4	-	18,723	18,723	6,107
Total income		<u>668,799</u>	<u>698,066</u>	<u>1,366,865</u>	<u>1,054,056</u>
Expenditure on:					
Raising funds		-	366,167	366,167	312,846
Charitable activities		<u>611,378</u>	<u>265,957</u>	<u>877,335</u>	<u>604,375</u>
Total expenditure	6	<u>611,378</u>	<u>632,124</u>	<u>1,243,502</u>	<u>917,221</u>
Net income		57,421	65,942	123,363	136,835
Transfers between funds		<u>(82,101)</u>	<u>82,101</u>		-
Net movement in funds		(24,680)	148,043	123,363	136,835
Reconciliation of funds:					
Total funds brought forward		<u>182,248</u>	<u>805,787</u>	<u>988,035</u>	<u>851,200</u>
Total funds carried forward		<u><u>157,568</u></u>	<u><u>953,830</u></u>	<u><u>1,111,398</u></u>	<u><u>988,035</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 14 to the accounts.

The 2023 income comparatives have been restated for a prior period adjustment, as set out in note 17 to the accounts. Prior period expenditure has been reclassified to reflect the requirements of the Charities SORP (FRS 102) and to be comparable with the current year.

Caring in Bristol Limited

Balance sheet

As at 31 March 2024

	Note	£	2024 £	Restated 2023 £
Fixed assets				
Tangible assets	10		66,418	12,865
Current assets				
Debtors	11	13,146		14,419
Cash at bank and in hand		<u>1,126,609</u>		<u>975,134</u>
			1,139,755	989,553
Liabilities				
Creditors: amounts falling due within 1 year	12	<u>(94,775)</u>		<u>(14,383)</u>
Net current assets			<u>1,044,980</u>	<u>975,170</u>
Net assets	13		<u><u>1,111,398</u></u>	<u><u>988,035</u></u>
Funds	14			
Restricted funds			157,568	182,248
Unrestricted funds				
Designated funds			-	392,171
General funds			<u>953,830</u>	<u>413,616</u>
Total charity funds			<u><u>1,111,398</u></u>	<u><u>988,035</u></u>

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

Approved by the trustees on 4 September 2024 and signed on their behalf by



Felicity Clark
Chair of Trustees

Caring in Bristol Limited

Statement of cash flows

For the year ended 31 March 2024

	2024 £	Restated 2023 £
Cash used in operating activities:		
Net movement in funds	123,363	136,835
Adjustments for:		
Depreciation charges	36,991	8,972
Dividends, interest and rents from investments	(16,326)	(4,992)
Decrease in debtors	1,273	15,945
Increase / (decrease) in creditors	80,392	(5,334)
Net cash provided by operating activities	225,693	151,426
Cash flows from investing activities:		
Dividends, interest and rents from investments	16,326	4,992
Purchase of tangible fixed assets	(90,544)	(5,137)
Net cash provided used in investing activities	(74,218)	(145)
Increase in cash and cash equivalents in the year	151,475	151,281
Cash and cash equivalents at the beginning of the year	975,134	823,853
Cash and cash equivalents at the end of the year	1,126,609	975,134

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies

a) Basis of preparation

Caring in Bristol Limited is a charitable company limited by guarantee registered in England and Wales. The registered office address is

3 Pritchard Street
Bristol, BS2 8RH

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Caring in Bristol Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

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

Income from the 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.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

d) Donated services and facilities

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

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e) Interest receivable

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

f) Funds accounting

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

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

h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on [the proportion of staff time as follows:

	2024	2023
Raising funds	29.7%	42.9%
Charitable activities	70.3%	57.1%

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

1. Accounting policies (continued)

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	3 years
Other equipment	3 years
Leasehold improvements	3 years

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) 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.

k) 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 account.

l) Creditors

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.

m) Financial instruments

The charitable company 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 recognised at amortised cost using the effective interest method.

n) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

o) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation as described in note 1(i) above.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	Restated 2023 Total £
Income from:			
Donations and legacies	507,628	540,321	1,047,949
Other	-	6,107	6,107
Total income	507,628	546,428	1,054,056
Expenditure on:			
Raising funds	-	312,846	312,846
Charitable activities	467,612	136,763	604,375
Total expenditure	467,612	449,609	917,221
Net income and net movement in funds	40,016	96,819	136,835

3. Income from donations and legacies

	Restricted £	Unrestricted £	2024 Total £
Donations and gifts	100	528,541	528,641
Gift aid	-	48,878	48,878
Grant income	668,699	95,437	764,136
Donated goods	-	6,487	6,487
Total income from donations and legacies	668,799	679,343	1,348,142

Included within grant income are the following named funders:

	2024 Total £
In support of Early Doors	
Bristol City Council	43,211
Oak Foundation	114,541
In support of Project Z	
St Martin-in-the-Fields Charity	92,987
The Sunrise Foundation Grant Fund	40,000
In support of Z House (youth accommodation)	
Department for Levelling Up, Housing and Communities – Night Shelter Transformation Fund	165,000
Other grants	
The National Lottery Community Fund	50,000

All income from named funders was restricted.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

3. Income from donations and legacies (continued)

Prior period comparative:

	Restricted £	Unrestricted £	Restated 2023 Total £
Donations and gifts	258,485	435,524	694,009
Gift aid	-	39,277	39,277
Grant income	249,143	61,550	310,693
Donated goods	-	3,970	3,970
Total income from donations and legacies	507,628	540,321	1,047,949

Included within grant income are the following named funders:

	Restated 2023 Total £
In support of Early Doors	
Bristol City Council	22,629
Oak Foundation	95,280
In support of Project Z	
St Martin-in-the-Fields Charity	97,385
The Sunrise Foundation Grant Fund	40,000
In support of Z House (youth accommodation)	
Department for Levelling Up, Housing and Communities – Night Shelter Transformation Fund	50,000

All income from named funders was restricted.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

4. Other income

	2024	2023
	Total	Total
	£	£
Interest received	16,326	4,992
Other income	2,397	1,115
	18,723	6,107

All other income in the current and prior year was unrestricted.

5. Government grants

The charitable company receives government grants, defined as funding from Bristol City Council and the Department for Levelling Up, Housing and Communities (DLUHC) to fund charitable activities. The total value of such grants in the period ending 31 March 2024 was £208,211 (2023: £72,629). There are no unfulfilled conditions or contingencies attaching to these grants in 2023/24.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs (note 8)	158,066	467,869	81,433	707,368
Fundraising costs, marketing and promotion	124,029	414	-	124,443
Premises	-	6,604	66,108	72,712
Office and admin costs	120	8,963	43,485	52,568
Grants payable	-	47,233	-	47,233
Food, travel, accommodation and support for beneficiaries	-	43,062	-	43,062
Consultancy and evaluation	-	36,968	1,000	37,968
Depreciation	-	-	36,991	36,991
Project delivery costs	-	35,293	-	35,293
Other staff costs recruitment etc	3,297	8,374	17,057	28,728
Trustee expenses and governance costs	-	-	16,487	16,487
Resources for beneficiaries	-	15,266	-	15,266
Repairs and renewals	-	4,878	6,031	10,909
Clinical supervision	240	7,415	1,302	8,957
Volunteers	27	4,325	-	4,352
Travel and subsistence	129	731	305	1,165
Sub-total	285,908	687,395	270,199	1,243,502
Allocation of support and governance costs	80,259	189,940	(270,199)	-
Total expenditure	366,167	877,335	-	1,243,502

Total governance costs were £24,887 (2023: £14,205).

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

6. Total expenditure

Prior period comparative (restated)

	Raising funds £	Charitable activities £	Support and governance costs £	Restated 2023 Total £
Staff costs (note 8)	163,025	357,498	65,374	585,897
Fundraising costs, marketing and promotion	63,951	-	-	63,951
Premises	-	2,112	46,343	48,455
Grants payable	-	40,754	-	40,754
Consultancy and evaluation	-	36,806	3,500	40,306
Office and admin costs	213	4,002	35,274	39,489
Other staff costs recruitment etc	2,645	7,971	12,042	22,658
Food, travel, accommodation and support for beneficiaries	-	19,416	-	19,416
Trustee expenses and governance costs	-	-	14,205	14,205
Resources for beneficiaries	-	12,647	-	12,647
Depreciation	-	-	8,972	8,972
Clinical Supervision	590	6,231	225	7,046
Repairs and renewals	604	1,361	3,420	5,385
Project delivery costs	-	4,970	-	4,970
Travel & subsistence	289	966	359	1,614
Volunteers	76	1,380	-	1,456
Sub-total	231,393	496,114	189,714	917,221
Allocation of support and governance costs	81,453	108,261	(189,714)	-
Total expenditure	312,846	604,375	-	917,221

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

7. Net movement in funds

This is stated after charging:

	2024 £	2023 £
Depreciation	36,991	8,972
Operating lease payments	550	46,753
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	-	-
Auditors remuneration:		
▪ Statutory audit (excluding VAT)	7,000	-
Independent examiners' remuneration (excluding VAT)	-	1,200
▪ Other services	-	1,920
	<u> </u>	<u> </u>

In common with other charities of our size and nature we use our auditors to assist with the preparation of the financial statements.

8. Staff costs and numbers

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	622,283	514,551
Social security costs	55,110	46,582
Pension costs	29,975	24,764
	<u> </u>	<u> </u>
	<u>707,368</u>	<u>585,897</u>

No employee earned more than £60,000 during the year.

The key management personnel of the charitable company comprise the Trustees, the Chief Executive Officer, and the Senior Leadership Team. The total employee benefits of the key management personnel were £288,860 (2023: £261,576).

	2024 No.	2023 No.
Average head count		
Raising funds	5	7
Charitable activities	12	9
Support	3	3
	<u> </u>	<u> </u>
	<u>20</u>	<u>19</u>

9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

10. Tangible fixed assets

	Computer equipment £	Other equipment £	Leasehold improvements £	Total £
Cost				
At 1 April 2023	41,094	1,500	-	42,594
Additions in year	7,849	-	82,695	90,544
Disposals	(8,937)	-	-	(8,937)
At 31 March 2024	<u>40,006</u>	<u>1,500</u>	<u>82,695</u>	<u>124,201</u>
Depreciation				
At 1 April 2023	28,229	1,500	-	29,729
Charge for the year	9,426	-	27,565	36,991
On disposals	(8,937)	-	-	(8,937)
At 31 March 2024	<u>28,718</u>	<u>1,500</u>	<u>27,565</u>	<u>57,783</u>
Net book value				
At 31 March 2024	<u>11,288</u>	<u>-</u>	<u>55,130</u>	<u>66,418</u>
At 31 March 2023	<u>12,865</u>	<u>-</u>	<u>-</u>	<u>12,865</u>

11. Debtors

	2024 £	2023 £
Prepayments and accrued income	12,401	12,563
Other debtors	<u>745</u>	<u>1,856</u>
	<u>13,146</u>	<u>14,419</u>

12. Creditors : amounts due within 1 year

	2024 £	Restated 2023 £
Trade creditors	64,306	2,835
Accruals	22,106	7,851
Other creditors	<u>8,363</u>	<u>3,697</u>
	<u>94,775</u>	<u>14,383</u>

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	66,418	66,418
Current assets	157,568	-	982,187	1,139,755
Current liabilities	-	-	(94,775)	(94,775)
Net assets at 31 March 2024	157,568	-	953,830	1,111,398
Prior period comparative (restated)				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	12,865	12,865
Current assets	182,248	392,171	415,134	989,553
Current liabilities	-	-	(14,383)	(14,383)
Net assets at 31 March 2023	182,248	392,171	413,616	988,035

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

14. Movements in funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2024 £
Restricted funds					
Bristol Goods	26,369	68,729	(79,454)	-	15,644
Caring at Christmas	-	2,600	(2,600)	-	-
Early Doors	8,681	172,597	(179,815)	-	1,463
Other grants	375	82,898	(83,867)	594	-
Project Z	126,823	153,467	(161,743)	-	118,547
Z House	20,000	188,508	(103,899)	(82,695)	21,914
Total restricted funds	182,248	668,799	(611,378)	(82,101)	157,568
Unrestricted funds					
<i>Designated funds:</i>					
Trustee Deep Reserve Fund	80,000			(80,000)	-
Reserves Buffer Fund	312,171			(312,171)	-
<i>Total designated funds</i>	<i>392,171</i>	<i>-</i>	<i>-</i>	<i>(392,171)</i>	<i>-</i>
General funds	413,616	698,066	(632,124)	474,272	953,830
Total unrestricted funds	805,787	698,066	(632,124)	82,101	953,830
Total funds	988,035	1,366,865	(1,243,502)	-	1,111,398

Purposes of restricted funds

Bristol Goods	Funds received to help us run a food insecurity support service and community resource.
Caring at Christmas	Funds received towards providing day support, including food, warmth, community and activities alongside professional support over the Christmas period.
Early Doors	Funds received to run a homelessness prevention service, finding new ways to reach people at risk of becoming homeless and provide the support they need to keep their home.
Other grants	Other grants consist of funds received in the year for supporting the salaries of project/service delivery staff and service costs across
Project Z	Funds received to assist with our service providing tailored support for young people who are experiencing or at risk of homelessness.
Z House	Funds received to help the charity open and deliver innovative new night shelter accommodation for young people.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

14. Movements in funds (continued) Purposes of restricted funds (continued)

Transfers

Transfers between funds represent general funds utilised to cover immaterial overspends on restricted projects and the movement of capitalised restricted expenditure from the Z House project restricted fund to unrestricted funds.

Prior period comparative (restated)

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
Restricted funds					
Bristol Goods	14,691	72,457	(60,779)	-	26,369
Caring at Christmas	-	31,600	(31,600)	-	-
Early Doors	14,728	140,909	(146,956)	-	8,681
Other grants	-	35,277	(34,902)	-	375
Project Z	95,116	157,385	(125,678)	-	126,823
Z House	17,697	70,000	(67,697)	-	20,000
Total restricted funds	142,232	507,628	(467,612)	-	182,248
Unrestricted funds					
<i>Designated funds:</i>					
Trustee Deep Reserve Fund	80,000	-	-	-	80,000
Reserves Buffer Fund	269,228	-	-	42,943	312,171
<i>Total designated funds</i>	<i>349,228</i>	<i>-</i>	<i>-</i>	<i>42,943</i>	<i>392,171</i>
General funds	359,740	546,428	(449,609)	(42,943)	413,616
Total unrestricted funds	708,968	546,428	(449,609)	-	805,787
Total funds	851,200	1,054,056	(917,221)	-	988,035

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

15. Operating lease commitments

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2024 £	2023 £
Amount falling due:		
Within 1 year	68,254	46,753
Within 1 - 5 years	<u>124,125</u>	<u>-</u>
	<u>192,379</u>	<u>46,753</u>

16. Related party transactions

There were no related party transactions in the current or prior period.

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

17. Prior period restatements

Deferred income

Prior period income, creditors and funds have been restated to recognise grant income in full when the criteria for entitlement have been met. Previously, grant income was deferred to future periods and recognised in the SoFA at the point the associated project work was delivered.

Expenditure classifications

Expenditure has been restated for the reclassification of expenditure between SoFA headings.

Funds brought forward

This has affected funds brought forward, as follows:

	Restricted funds £	Designated funds £	General funds £	Total funds £
Funds as originally stated at 1 April 2022	41,705	349,228	359,740	750,673
Adjustment to deferred income - periods prior to 22/23	<u>100,527</u>	<u>-</u>	<u>-</u>	<u>100,527</u>
Funds as restated at 1 April 2022	<u><u>142,232</u></u>	<u><u>349,228</u></u>	<u><u>359,740</u></u>	<u><u>851,200</u></u>
	Restricted funds £	Designated funds £	General funds £	Total funds £
Funds as originally stated at 31 March 2023	55,941	392,171	376,616	824,728
Adjustment to deferred income - periods prior to 22/23	100,527	-	-	100,527
Adjustment to deferred income - 22/23	<u>25,780</u>	<u>-</u>	<u>37,000</u>	<u>62,780</u>
Funds as restated at 31 March 2023	<u><u>182,248</u></u>	<u><u>392,171</u></u>	<u><u>413,616</u></u>	<u><u>988,035</u></u>

Caring in Bristol Limited

Notes to the financial statements

For the year ended 31 March 2024

17. Prior period restatements (continued)

Creditors: amounts due within 1 year

The accruals and deferred income balance has been affected as follows:

	£
Balance as originally stated at 31 March 2023	171,158
Adjustment for deferred income	<u>(163,307)</u>
Balance restated at 31 March 2023	<u><u>7,851</u></u>

Income

Grant income balances shown in the SoFA been affected as follows:

	Restricted funds £	Unrestricted funds £	Total funds £
Income as originally stated at 31 March 2023	223,363	24,550	247,913
Adjustment for deferred income	<u>25,780</u>	<u>37,000</u>	<u>62,780</u>
Income as restated at 31 March 2023	<u><u>249,143</u></u>	<u><u>61,550</u></u>	<u><u>310,693</u></u>