

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022
FOR
DOVER OUTREACH CENTRE**

SHPD Accountants
10 Littlebourne Road
Maidstone
Kent
ME14 5QP

DOVER OUTREACH CENTRE

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FOR THE YEAR ENDED 31 DECEMBER 2022**

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DOVER OUTREACH CENTRE
CHAIRMAN'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022

The Chairman's report follows the final page of these financial statements.

DOVER OUTREACH CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Please refer to the Chairman's report for a summary of the main activities undertaken in the year.

We confirm that the trustees have had regard to the Charity Commission's guidance on public benefit.

ACHIEVEMENT AND PERFORMANCE

Please refer to the Chairman's report for a summary of the main achievements of the charity in the year.

FINANCIAL REVIEW

Principal funding sources

For details of the charity's principal funding sources, please refer to the Chairman's report following these financial statements.

Reserves policy

The charity's policy is to maintain a reserves level equivalent to at least 6 months of operational expenditure.

FUTURE PLANS

Although we are comfortable that we have the resources to properly manage all of our activities, and those that are coming on stream in 2023, we believe it is right that in 2023 and perhaps early 2024, we take a pause to consolidate and improve further our operational procedures so we can best service all the current projects in hand.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

New trustees are appointed by the existing trustees.

Nominees are asked to prepare a statement of why they want to join the trustee board and what they feel they have to offer it. This is shared with existing trustees for discussion.

Organisational structure

For the charity's organisational structure, please refer to the Chairman's report following these financial statements.

Decision making

The board of trustees takes responsibility for making decisions for the charity.

Induction and training of new trustees

Induction is by meeting with the chair of trustees to receive an overview of the charity, attending trustee meetings, and they are encouraged to read the Charity Commission's guidance on what is involved in being a trustee.

Key management remuneration

For details of the charity's key management remuneration, please refer to the Chairman's report following these financial statements.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1168737

Principal address

Victory House
168 Snargate Street
Dover
Kent
CT17 9BZ

DOVER OUTREACH CENTRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2022

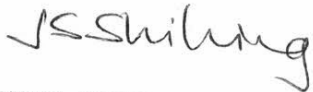
Trustees

J S Shilling
P H Wallace
J Jowett
S Sheffield (resigned 30.9.2022)
G May (resigned 22.9.2023)
J E Donaldson (appointed 11.3.2023)
J G Pryse (appointed 11.3.2023)
R A Jones (appointed 9.6.2022)
A Boxall (appointed 9.6.2023)

Independent Examiner

Peter Acott FCCA
SHPD Accountants
10 Littlebourne Road
Maidstone
Kent
ME14 5QP

Approved by order of the board of trustees on 22 September 2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'J S Shilling', written in a cursive style.

J S Shilling - Trustee

DOVER OUTREACH CENTRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
DOVER OUTREACH CENTRE**

Independent examiner's report to the trustees of Dover Outreach Centre

I report to the charity trustees on my examination of the accounts of Dover Outreach Centre (the Trust) for the year ended 31 December 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Acott FCCA

SHPD Accountants
10 Littlebourne Road
Maidstone
Kent
ME14 5QP

22 September 2023

DOVER OUTREACH CENTRE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

					2022	2021
	Notes	Unrestricted fund £	Accommodation £	Winter Night Shelter £	Total funds £	Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	2	294,631	180,804	17,128	492,563	159,955
Investment income	3	-	199,146	-	199,146	86,259
Total		294,631	379,950	17,128	691,709	246,214
EXPENDITURE ON Charitable activities	4					
Core fund activities		208,056	244,247	55,858	508,161	234,586
Oban House		-	11,728	-	11,728	-
Suffolk House		-	8,556	-	8,556	-
Other		62,772	-	-	62,772	-
Total		270,828	264,531	55,858	591,217	234,586
NET INCOME/(EXPENDITURE)		23,803	115,419	(38,730)	100,492	11,628
Transfers between funds	12	(8,000)	-	8,000	-	-
Net movement in funds		15,803	115,419	(30,730)	100,492	11,628
RECONCILIATION OF FUNDS						
Total funds brought forward		6,684	25,849	38,927	71,460	59,832
TOTAL FUNDS CARRIED FORWARD		22,487	141,268	8,197	171,952	71,460

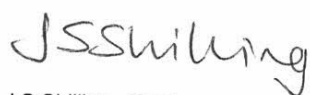
The notes form part of these financial statements

DOVER OUTREACH CENTRE

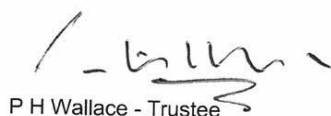
BALANCE SHEET
31 DECEMBER 2022

					2022	2021
	Notes	Unrestricted fund £	Accommodation £	Winter Night Shelter £	Total funds £	Total funds £
FIXED ASSETS						
Investments	9	2	-	-	2	2
CURRENT ASSETS						
Debtors	10	-	13,000	-	13,000	13,000
Cash at bank		29,861	132,268	8,197	170,326	59,538
		<u>29,861</u>	<u>145,268</u>	<u>8,197</u>	<u>183,326</u>	<u>72,538</u>
CREDITORS						
Amounts falling due within one year	11	(7,376)	(4,000)	-	(11,376)	(1,080)
NET CURRENT ASSETS		<u>22,485</u>	<u>141,268</u>	<u>8,197</u>	<u>171,950</u>	<u>71,458</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>22,487</u>	<u>141,268</u>	<u>8,197</u>	<u>171,952</u>	<u>71,460</u>
NET ASSETS		<u>22,487</u>	<u>141,268</u>	<u>8,197</u>	<u>171,952</u>	<u>71,460</u>
FUNDS	12					
Unrestricted funds					22,487	6,684
Restricted funds					149,465	64,776
TOTAL FUNDS					<u>171,952</u>	<u>71,460</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 22 September 2023 and were signed on its behalf by:



J S Shilling - Trustee



P H Wallace - Trustee

The notes form part of these financial statements

DOVER OUTREACH CENTRE
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	110,788	(294)
Net cash provided by/(used in) operating activities		110,788	(294)
Change in cash and cash equivalents in the reporting period		110,788	(294)
Cash and cash equivalents at the beginning of the reporting period		59,538	59,832
Cash and cash equivalents at the end of the reporting period		170,326	59,538

The notes form part of these financial statements

DOVER OUTREACH CENTRE

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net income for the reporting period (as per the Statement of Financial Activities)	100,492	11,628
Adjustments for:		
Increase in debtors	-	(13,000)
Increase in creditors	10,296	1,078
Net cash provided by/(used in) operations	<u>110,788</u>	<u>(294)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.22 £	Cash flow £	At 31.12.22 £
Net cash			
Cash at bank	59,538	110,788	170,326
	<u>59,538</u>	<u>110,788</u>	<u>170,326</u>
Total	<u>59,538</u>	<u>110,788</u>	<u>170,326</u>

DOVER OUTREACH CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	42,573	48,105
Grants	448,954	100,495
COVID/Furlough income	-	11,355
Sundry receipts	1,036	-
	<u>492,563</u>	<u>159,955</u>

DOVER OUTREACH CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

2. DONATIONS AND LEGACIES - continued

Grants received, included in the above, are as follows:

	2022 £	2021 £
Arnold Clark Auto	-	1,000
Dover District Council	205,836	68,995
Hope Into Action	-	500
Homeless Link	-	30,000
Charities Trust	10,000	-
Age UK South	1,000	-
SEK Wellbeing Fund	9,998	-
Dover Town Council	4,550	-
Kent Community Foundation	5,000	-
Spacehive Limited	19,334	-
Jowett	9,000	-
Quinn Estates	2,500	-
DLUHC	155,465	-
Ellen Gertrude Sneller Small	6,273	-
The Philip and Connie Phillips Foundation	9,998	-
Help the Homeless	5,000	-
Rotary	5,000	-
	<u>448,954</u>	<u>100,495</u>

3. INVESTMENT INCOME

	2022 £	2021 £
Rents received (VH)	171,094	86,259
Rents received (OH & SH)	28,052	-
	<u>199,146</u>	<u>86,259</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Core fund activities	483,503	24,658	508,161
Oban House	2,228	9,500	11,728
Suffolk House	8,556	-	8,556
	<u>494,287</u>	<u>34,158</u>	<u>528,445</u>

DOVER OUTREACH CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022

5. SUPPORT COSTS

	Finance £	Information technology £	Governance costs £	Totals £
Core fund activities	199	5,860	18,599	24,658
Oban House	-	-	9,500	9,500
	<u>199</u>	<u>5,860</u>	<u>28,099</u>	<u>34,158</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

7. STAFF COSTS

	2022 £	2021 £
Wages and salaries	174,001	77,928
	<u>174,001</u>	<u>77,928</u>

The average monthly number of employees during the year was as follows:

	2022 10	2021 6
All employees		

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Accommodation £	Winter Night Shelter £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	46,541	13,130	100,284	159,955
Investment income	-	86,259	-	86,259
Total	<u>46,541</u>	<u>99,389</u>	<u>100,284</u>	<u>246,214</u>
EXPENDITURE ON				
Charitable activities				
Core fund activities	56,866	88,538	89,182	234,586
NET INCOME/(EXPENDITURE)	(10,325)	10,851	11,102	11,628
Transfers between funds	(4,794)	685	4,109	-
Net movement in funds	<u>(15,119)</u>	<u>11,536</u>	<u>15,211</u>	<u>11,628</u>
RECONCILIATION OF FUNDS				
Total funds brought forward	21,803	14,313	23,716	59,832
TOTAL FUNDS CARRIED FORWARD	<u>6,684</u>	<u>25,849</u>	<u>38,927</u>	<u>71,460</u>

DOVER OUTREACH CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022

9. FIXED ASSET INVESTMENTS

MARKET VALUE

At 1 January 2022 and 31 December 2022

Shares in
group
undertakings
£2

NET BOOK VALUE

At 31 December 2022

2

At 31 December 2021

2

There were no investment assets outside the UK.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Prepayments	<u>13,000</u>	<u>13,000</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	6,555	-
Taxation and social security	3,019	478
Other creditors	1,802	602
	<u>11,376</u>	<u>1,080</u>

12. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
General fund	6,684	23,803	(8,000)	22,487
Restricted funds				
Accommodation	25,849	115,419	-	141,268
Winter Night Shelter	38,927	(38,730)	8,000	8,197
	<u>64,776</u>	<u>76,689</u>	<u>8,000</u>	<u>149,465</u>
TOTAL FUNDS	<u>71,460</u>	<u>100,492</u>	<u>-</u>	<u>171,952</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	294,631	(270,828)	23,803
Restricted funds			
Accommodation	379,950	(264,531)	115,419
Winter Night Shelter	17,128	(55,858)	(38,730)
	<u>397,078</u>	<u>(320,389)</u>	<u>76,689</u>
TOTAL FUNDS	<u>691,709</u>	<u>(591,217)</u>	<u>100,492</u>

DOVER OUTREACH CENTRE

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	21,803	(10,325)	(4,794)	6,684
Restricted funds				
Accommodation	14,313	10,851	685	25,849
Winter Night Shelter	23,716	11,102	4,109	38,927
	<u>38,029</u>	<u>21,953</u>	<u>4,794</u>	<u>64,776</u>
TOTAL FUNDS	<u>59,832</u>	<u>11,628</u>	<u>-</u>	<u>71,460</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	46,541	(56,866)	(10,325)
Restricted funds			
Accommodation	99,389	(88,538)	10,851
Winter Night Shelter	100,284	(89,182)	11,102
	<u>199,673</u>	<u>(177,720)</u>	<u>21,953</u>
TOTAL FUNDS	<u>246,214</u>	<u>(234,586)</u>	<u>11,628</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
General fund	21,803	13,478	(12,794)	22,487
Restricted funds				
Accommodation	14,313	126,270	685	141,268
Winter Night Shelter	23,716	(27,628)	12,109	8,197
	<u>38,029</u>	<u>98,642</u>	<u>12,794</u>	<u>149,465</u>
TOTAL FUNDS	<u>59,832</u>	<u>112,120</u>	<u>-</u>	<u>171,952</u>

DOVER OUTREACH CENTRE

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	341,172	(327,694)	13,478
Restricted funds			
Accommodation	479,339	(353,069)	126,270
Winter Night Shelter	117,412	(145,040)	(27,628)
	<u>596,751</u>	<u>(498,109)</u>	<u>98,642</u>
TOTAL FUNDS	<u>937,923</u>	<u>(825,803)</u>	<u>112,120</u>

13. RELATED PARTY DISCLOSURES

Sunrise Cafe (Dover) Ltd

A subsidiary of the charity.

During the year £3,390 was charged to Sunrise Cafe (Dover) Ltd regarding rent and utilities.

14. ADOPTION OF FRS102

The charity's accounts for this reporting period have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Prior to this reporting period, the charity prepared accounts on a receipts and payments basis. The prior year figures in this report have been adjusted to follow FRS 102. These adjustments have resulted in a total funds balance of £71,460 (previously reported as £59,538 when prepared under the receipts and payments basis).

DOVER OUTREACH CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	42,573	48,105
Grants	448,954	100,495
COVID/Furlough income	-	11,355
Sundry receipts	1,036	-
	<hr/> 492,563	<hr/> 159,955
Investment income		
Rents received (VH)	171,094	86,259
Rents received (OH & SH)	28,052	-
	<hr/> 199,146	<hr/> 86,259
Total incoming resources	<hr/> 691,709	<hr/> 246,214
EXPENDITURE		
Charitable activities		
Wages, NI & pension	174,001	77,928
Rent, rates and water	101,224	59,090
Insurance	6,736	3,645
Sundries	3,718	3,304
General expenses	1,733	5,944
Gifts and donations	-	4,918
Accommodation costs	1,300	29,217
Move on costs	9,855	17,378
Minor equipment	15,354	1,466
Food	7,320	4,799
Drop-in centre supplies	6,834	-
Other costs	5,361	-
CEO services	18,165	-
Centre manager's services	11,894	-
Drop-in centre manager's services	1,196	-
Other subcontracted labour	12,151	-
Property repairs	117,445	22,817
	<hr/> 494,287	<hr/> 230,506
Other		
Subsidiary donations - Sunrise Cafe	62,772	-
Support costs		
Finance		
Bank charges	199	-
Information technology		
Repairs and renewals	5,860	-
Governance costs		
Accountancy fees	1,800	480
Legal and professional fees	26,299	3,600
	<hr/> 28,099	<hr/> 4,080

This page does not form part of the statutory financial statements

DOVER OUTREACH CENTRE
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
Total resources expended	<u>591,217</u>	<u>234,586</u>
Net income	<u>100,492</u>	<u>11,628</u>



The Dover Outreach Centre

Chairman's Report 2022

The past year is one that has seen quite a few changes for Dover Outreach Centre (DOC). We have expanded our housing portfolio allowing us a range of accommodation options, took on two special roles in the town, and we continue to look for projects that fit with our ethos.

Sunrise Cafe

Our cafe did well throughout the year, and we had employed 5 members of staff by the end of 2022. Additional support is undertaken by a rota of willing and invaluable volunteers. We provide a number of free and discounted meals every day in line with our "pay what you can afford" model, and our regular clients have a tab so that we can keep track of what they are spending – this is reclaimed from them when their benefits come in. Meals are prepared with purchased and supermarket surplus food. This year we started offering an external catering service and have become the preferred provider for several organisations, including Dover Harbour Board and Dover Town Council. This has proved to be an important revenue stream for the Cafe.

Ukrainian Reception Centre and Warm Hub

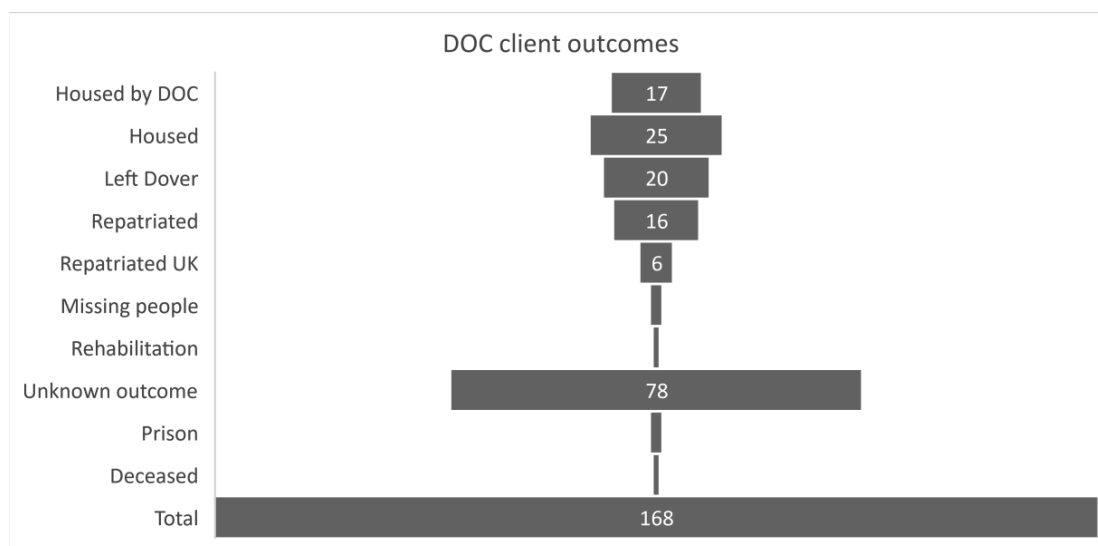
In March, DOC became the Ukrainian Reception Centre for the town. Funding was received from DDC, and we ran 24 hours a day, employing staff to cover the welcome desk. Although most Ukrainian refugees were able to go straight to host families, a number needed help and called in when necessary. We extended this offering by running Ukrainian support meetings (for Ukrainians settling in the Dover area) every Thursday afternoon at the Sunrise Cafe. Refreshments were provided, and it offered an opportunity to seek support, welfare assistance and advice.

Towards the end of the year, it was clear that local residents would need support during the cost-of-living crisis, and again with the financial help of DDC, we extended the Sunrise Cafe's opening hours to offer a warm hub. One member of staff became full time to cover these hours and the financial support allowed us to continue our pay what you can afford model.

Outreach Centre

The Centre continues to work with a range of individuals, including locals, regional and national clients along with foreign nationals from the EU and beyond, and numbers range from 3 to 23 people a week. We have supported wherever we can, helped many into accommodation and moved some home to other parts of the UK, and repatriated others to their home nations. Our Centre manager offers consistency to the centre, and she works with a mix of staff and volunteers. We engaged a new empowerment worker early in the year, and in addition to supporting our clients in accommodation, he meets with churches and local groups to help develop support networks. Collaboration with the local authority and other agencies continues to be important to us and runs smoothly.

The table below shows the outcomes for the clients we worked with in 2022.



Victory House supported accommodation

We had a good year where we were able to provide an adequate amount of support to our residents. We officially became supported accommodation, and as a result, a higher level of housing benefit is paid directly to us for each resident. In 2022, we saw eleven residents move on. Four went into move on accommodation, 2 into council property, 3 into private rented accommodation, 1 into a nursing home and 1 into other supported accommodation. We hope to be able to increase these numbers year on year.

Our Support Worker made the decision to leave DOC at the end of the year but we were able to recruit a replacement to start in early 2023.

Our franchise with Hope into Action did not progress as we had hoped, as we found it difficult to secure an appropriate property in Dover. At the end of the year we started trustee discussions on ending the franchise.

Oban House

The Home Group organisation owns two large residential properties in Dover, and we initiated discussions with them to explore the option of taking on one of them, Oban House, on a long term lease. The lease was signed in June and the ten bedsits were fully refurbished and ready for occupation by 1st August 2022. We moved in tenants who had lower support needs than those at Victory House, and it serves as a good “move on” property when Victory House tenants are ready.

Suffolk House, our new base for the Winter Night shelter

In the third quarter of the year, we approached Home Group again about taking on a lease for the second of their properties, Suffolk House. The property is on the main road through Dover and offers ten bedrooms and a self-contained flat in the basement. It required substantial refurbishment, and costs for that, as well as for operating the night shelter, were secured by a grant from the Ministry of Housing, Communities and Local Government. We employed a Service Manager who lives in the flat, and we got the property ready for operation as a night shelter by December 4th. Local church members provided evening meals every day, and residents were able to have breakfast at the Sunrise Cafe.

Dover Outreach Centre has entered into an agreement with Dover District Council to provide emergency temporary accommodation to be used to house homeless people in the Dover area when Suffolk House is not being used for the Winter Night Shelter. This will come into operation in March 2023.

Roman Quay

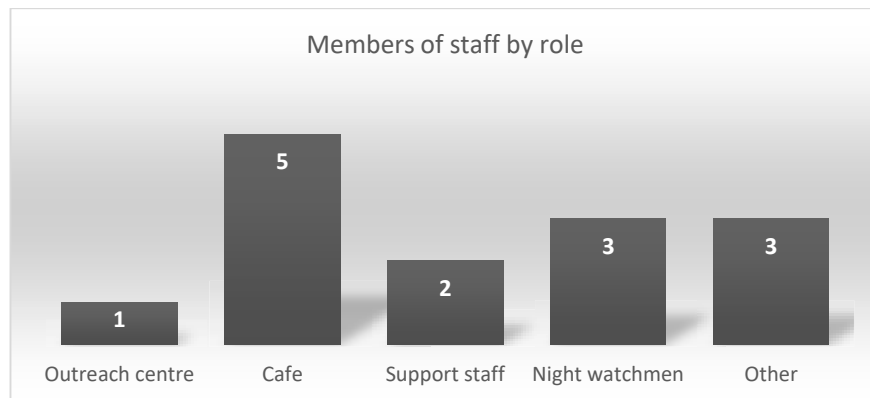
The Roman Quay is an old public house in the centre of Dover which has been empty for a number of years. DDC invited bids for a long term lease on the property, and we found out in September that ours had been accepted. Our proposal was to offer the flat above the pub to vulnerable women, and The Beehive, run by The Vineyard Church, will take on an under-lease to offer a pre-loved, quality women's clothing boutique and cafe on the ground floor. It is expected that the lease will be signed in 2023.

The Bridge

This is a meeting that takes place at the Outreach Centre on a Sunday afternoon. The aim is to explore life and faith and several people have been invited to share their faith stories.

Staffing

At the end of 2022 we employed 14 people. Noel Beamish offers his services as our CEO, but is not considered a member of staff. The breakdown of staff by role is shown below.



Key management remuneration (at the end of 2022)

Centre manager (part time)	£1,400 a month
Cafe manager	£1,950 a month
Support workers (two)	£2,000 a month each

Financial position

At the end of the year there was a healthy combined bank balance of approximately £170,000 across Dover Outreach Centre. This does not include the Sunrise Cafe which is set up as a limited company under the umbrella of Dover Outreach Centre and reports separately.

Principal Funding Sources

Source	Project	Amount
Department for levelling up	Capital and revenue grant towards the costs for Suffolk House	£150,000
Dover District Council	Contribution to outreach and support worker roles	£55,000
	Protect and vaccinate grant to encourage Covid vaccinations	£19,000
	Ukraine Reception and Support grant	£65,000

Housing Benefit	Now receiving enhanced Housing Benefit for our supported accommodation at Victory and Oban House	£200,000
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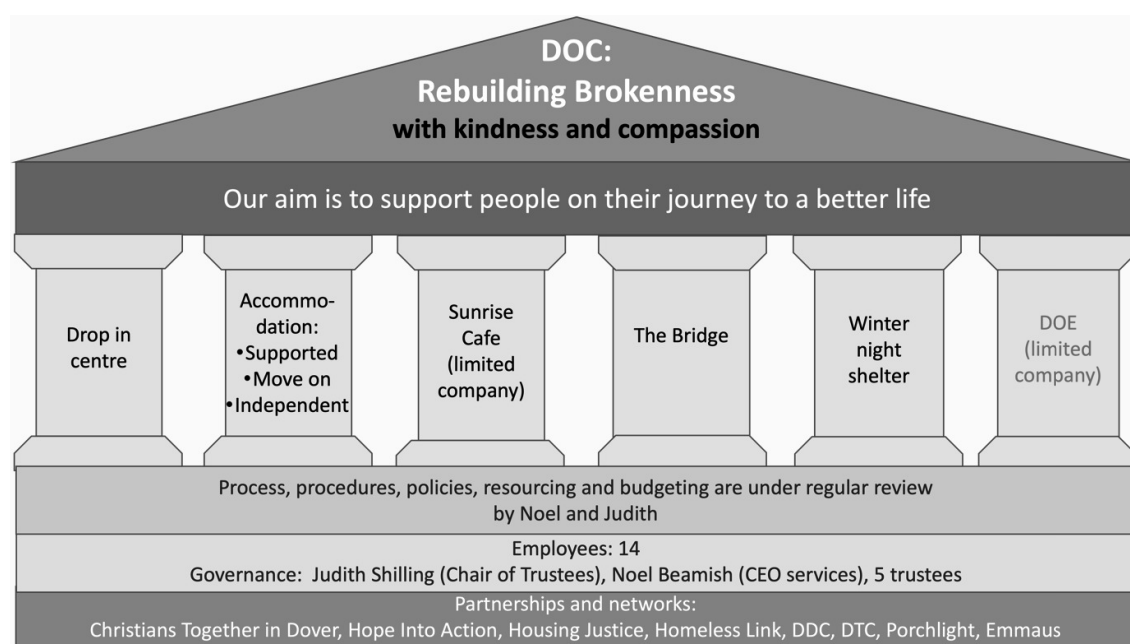
Trustees

At the end of 2022 we had five trustees, each of whom align with one of our initiatives. They are responsible for meeting with Noel Beamish on a regular basis to discuss progress and issues, and we hold four full team meetings a year. By September 2023 the number of trustees had increased to eight.

We are always on the lookout for new trustees, and rely on personal recommendations for this. Any nominees are asked to prepare a statement of what they felt they could offer the board and this is shared with existing trustees for discussion.

Induction is by meeting with the chair of trustees to receive an overview of DOC, attending trustee meetings, and they are encouraged to read the Charity Commission's guidance on what is involved in being a trustee. The board of trustees takes responsibility for making decisions for DOC.

Organisational structure



Future plans

Although we are comfortable that we have the resources to properly manage all of our activities, and those that are coming on stream in 2023, we believe it is right that in 2023 and perhaps early 2024, we take a pause to consolidate and improve further our operational procedures so we can best service all the current projects in hand.

Judith Shilling
Chair of Trustees, September 2023